

NOTICE
OF
MEETING

LOCAL ACCESS FORUM

will meet on

MONDAY, 30TH NOVEMBER, 2020

at

6.15 pm

by

VIRTUAL MEETING - ONLINE ACCESS ON [RBWM YOUTUBE](#)

TO: MEMBERS OF THE LOCAL ACCESS FORUM

COUNCILLORS MAUREEN HUNT, PHIL HASELER, JULIAN SHARPE &
EXTERNAL MEMBERS: http://www.rbwm.gov.uk/web/laf_members.htm

Karen Shepherd
Head of Governance
Issued: 20th November 2020

Members of the Press and Public are welcome to attend Part I of this meeting.

The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the
Panel Administrator **Mark Beeley** 01628 796345 / mark.beeley@rbwm.gov.uk

Recording of Meetings – In line with the council's commitment to transparency the Part I (public) section of the virtual meeting will be streamed live and recorded via Zoom. By participating in the meeting by audio and/or video, you are giving consent to being recorded and acknowledge that the recording will be in the public domain.

If you have any questions regarding the council's policy, please speak to Democratic Services or Legal representative at the meeting.

AGENDA - PART I

ITEM	SUBJECT	Time	Person	PAGE NO
1.	Welcome, Apologies and Introductions	20 mins	Geoff Priest	-
	a) Declarations of Interest	-	All	3 - 4
	b) Approval of Minutes - 30th June 2020	-	Mark Beeley	5 - 10
	c) Matters arising from the last meeting	-	Jacqui Wheeler	11 - 14
2.	Membership Update - Appoint Vice Chair	5 mins	Geoff Priest/Jacqui Wheeler	Verbal Report
3.	Milestones Statement/Targets Consultation	5 mins	Jacqui Wheeler	15 - 20
4.	Horse Riding and Multi-Use Provision - Sub Group Updates	10 mins	Anne Woodward/ Trisha Mentzel	21 - 44
5.	Accessibility Working Group Updates	10 mins	Lisa Hughes/ Steve Gillions	Verbal Report
6.	Draft Annual Report 2019/20	5 mins	Jacqui Wheeler	45 - 48
7.	Cycling Action Plan	5 mins	Jacqui Wheeler	49 - 62
8.	Date of Next Meeting TBC June/July 2021	-	-	-

MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: 'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: 'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

LOCAL ACCESS FORUM MEETING MINUTES

30 June 2020

ATTENDANCE LIST

Name	Interest area
Anne Woodward	User – Horse Rider
Councillor Maureen Hunt	RBWM
Councillor Phil Haseler	RBWM
Councillor Julian Sharpe	RBWM
Geoff Priest (Chairman)	Hurley Parish Council, User – Young People
Lynne Peperell	User
Dom Lethbridge (Vice Chairman)	Landowner – The National Trust
Jacqui Wheeler (LAF Secretary)	RBWM
Alan Keene	User - Walker
Trisha Mentzel	User – Horse Rider
Mark Beeley (Clerk)	RBWM
Shilpa Manek (Meeting Host)	RBWM

OBSERVERS

Councillor John Baldwin	RBWM
Councillor John Bowden	RBWM
Councillor Mandy Brar	RBWM
Councillor Shamsul Shelim	RBWM

APOLOGIES

Name
Steve Gillions
Lynne Penfold

**ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD
LOCAL ACCESS FORUM
30 June 2020
MINUTES**

ACTION

1 Welcome, Apologies and Introductions

Apologies were received from Lynn Penfold and Steve Gillions.

2 Declarations of Interest

None.

3 Approval of Minutes - 26th November 2019

RESOLVED UNANIMOUSLY; That the minutes of the meeting held on 26th November 2019 were approved.

4 Matters arising from the last meeting

Jacqui Wheeler, Parks and Countryside Access Officer, updated members on matters arising.

Regarding the join Local Access Chairs meeting Jacqui Wheeler said that she had made contact with Bracknell and they had offered to host the next meeting using Microsoft Teams. There had not yet been any contact from West Berkshire Council.

The Council website had an archived page for the LAF, but the Chairman had come up with an initial draft for a new page which would be uploaded soon. There was a link on the archived page to a discussion facility, and asked the Forum if it was still needed.

Lisa Hughes said that the discussion facility was not needed as members could contact each other by other means.

Nothing had been heard from the Crown Estate regarding a new member joining the LAF.

The Chairman had been in contact with the Berkshire College of Agriculture and they were interested in having some of their students attend LAF meetings. However, until it could be discussed and arranged in person it would be unlikely to be progressed.

There had been no news on the Local Plan and it was suggested a further update could be part of the next agenda.

The Milestones Statement was approved by Councillor Hunt in her role as Chairman of the Rights of Way and Highways Licencing Panel. RBWM was looking into accessing external funding to achieve some of the targets.

5 Membership Update

Jacqui Wheeler said that Christine Gadd had resigned from the Forum and that she had been thanked for her hard work and contributions to the work of the Forum over many years. The total membership now stood at 13.

Councillor Sharpe said that there should be someone from the cycling community represented on the Forum.

The Chairman said that nobody had come forward with a request to join. Jacqui Wheeler commented that a new Cycling Forum had recently been formed and they could be contacted. Councillor Brar said that a new cycling group had also been set up in Cookham and that she could pass on contact details if needed.

6 LAF Information on RBWM website

Jacqui Wheeler explained that she had already given an update on the website in the Matters Arising item.

The Chairman asked if the membership page on the website would remain hidden. He was told that it would be the first page once it had been put up and would therefore not be hidden. The Chairman said that if any members had any issues with this to let him know. Only names would be visible on the website, no contact details.

7 Horse Riding and Multi-Use Provision - Sub Group First Report

Anne Woodward explained that a survey had been put together about horse riding provision in the borough. The mission statement of the group was improve and minimise any safety risks to horse riders and ensure that there was adequate off road multi use paths. There had been a constant increase in road use and population across the borough, which would have a further impact on the safety of road users. Across the borough, only 67km out of 311km were accessible to horses, with Cookham being the least accessible area of the borough with just 8% of Public Rights of Way being accessible. The Agriculture Bill was currently in the process of becoming law and would give grants to farmers who gave public access through their land.

The survey was undertaken in March and looked to gain an insight into riding habits in the borough and make recommendations on how they could be improved. 129 responses to the survey were received which was calculated to represent over 1,400 horses in the community. Looking at riding habits:

- 68% of riding time was spent hacking
- Only 47% of this was off-road
- 48% only hacked directly from their yard
- 35% did not have any transport
- 100% wore hi-viz

For on-road experiences:

- 83% had experienced safety issues with vehicles
- 62% had experienced safety issues with cyclists
- 65% had experienced unpleasant/threatening behaviour from motorists
- 29% had experienced unpleasant/threatening behaviour from cyclists

For off-road experiences:

Cyclists were less of an issue off-road with 32% safety incidence rate. The bigger problem lay with dogs worrying or attacking horses (58%) and threatening behaviour from their owners or walkers (37%).

Cookham Bridle Circuit was a pleasant route for riders but much of it was now on the road. For some riders the only access to the bridle route was through busy roads which proved to be dangerous. Only 40% of respondents had ridden the route, with no parking/transport close to the start of the route being a significant factor. A number of suggestions had been received to improve this route, including having the route going through Bisham Woods and improving access to parking.

Another route was the Knowl Hill Bridle Circuit, which was split into a north and south section. 54% of those asked in the survey had ridden the circuit, while 10% did not know about it. Reasons for not riding the route included:

- 20% too many road sections
- 30% no transport
- 20% no parking

Respondents suggested improvements by having a safe crossing of A4 (Knowl Hill and Littlewick Green) and by reducing the speed of traffic and improving safety at junctions.

The general sentiments from the survey were:

- 71% of respondents felt that riding had become less safe over the last 24 months and they would prefer to avoid riding on roads but have little option.
- 61% find it extremely frustrating that over the evolution of time, many bridleways now end at a main road.
- 65% would ride more if there was a better network of off-road linkages.
- 64% were in favour of upgrading all rights of way to multi-use access.

The key findings and recommendations included:

- Increase in road traffic had made some of the bridle circuits in the borough unsafe
- Dog attacks were also significant, but many were not reported to the police
- Horse riders did not use the roads by choice, but many were forced to
- Education was seen as a key recommendation so that multi-use access could be shared
- Increase safety and signage in key areas
- Invite volunteers from sub groups for contributions

Councillor Hunt said that it was a very comprehensive presentation. She said that the crossing with the A4 at Bottle Lane and at the common was always very busy. There was a crossing that had been made for cyclists and this could also be used by horse riders.

Anne Woodward said that it was a 'zig zag' for horse riders and was much easier to cross for cyclists. She suggested a crossing like the one at Windsor Park.

Councillor Sharpe said that he was puzzled by the report as it did not cover the other users, just horse riders. He also commented that the report only looked at a small portion of the borough, and that it would be more useful if it took on board other areas like walking and cycling.

The Chairman said that they had tried to engage with these groups and that the report was comprehensive and well put together.

Anne Woodward said that the scope would be massive so they decided to focus on routes that had been promoted by the borough. They had received some comments from the Ascot/Sunninghill area and would like to gain more comments from other areas.

Councillor Brar said that she would speak with Anne Woodward about how to improve the bridleways that had been discussed as parts of them fell in her ward.

Lisa Hughes said that she supported increasing the number of multi-purpose routes across the borough. As a disabled user, it was important that users considered people who were more vulnerable than themselves.

Councillor Bowden said that he supported Councillor Sharpe's comments. He suggested that certain areas of the borough could have increased signage on the road to warn drivers of the potential for horse riders to be using the same routes. Anne Woodward said that they were aware of issues in the area that Councillor Bowden had raised and said that more representatives from that area were needed so that they could deal with the problem.

Dom Lethbridge agreed with Councillor Brar and he wanted to help improve access on the routes. He suggested that they would use the volunteer resource from the National Trust to help.

Jacqui Wheeler commented that it was a good report and it showed that there were things that RBWM could look in to. They wanted to improve the situation for all road users and that 'Share the Space' road signage could be particularly effective, as it was educational for other road users.

The Chairman said that it would need to be borough wide, but this was the first report of detail that had been looked at and it was a good starting point.

8 Accessibility Audits Working Group

Lisa Hughes explained that the Accessibility Audits Working Group had been set up around 18 months ago and they looked at a number of sites to assess their accessibility. Examples of sites that have been looked at included Battlemead, Boulters Lock and the Greenway. At the Greenway, Steve Gillions had undertaken a survey of the area and Lisa Hughes had tried to access the site and was able to access the whole area. Battlemead was in the process of having new benches installed which would help users, while it was also important that the circular route of the Common was kept. There was a proposal to only have the connecting paths open on certain days of the year, Lisa Hughes said that she would contact the Park and Countryside Team at RBWM for clarification.

Dom Lethbridge said that they had been looking at the methodology that the group could use to review accessibility and come up with a template that could be applied to all sites. He said that a further update could be provided at a future meeting.

The Chairman thanked both Lisa Hughes and Dom Lethbridge and said that the work they had done was underlined in the Milestones Statement. Councillor Hunt also thanked Lisa Hughes for her contributions.

Jacqui Wheeler asked when a report would be available for the Greenway survey. She was informed that Steve Gillions and Lisa Hughes would meet soon to discuss the progress made as they wanted the survey to be at a certain level of completion.

9 Battlemead Common Update

The Chairman said that he had received a note from Steve Gillions in his absence, which largely reiterated what Friends of Battlemead Common were saying. However, at the current stage not much could be done until RBWM had completed their report.

Anne Woodward said that the common was a great walking route and there had recently been a big increase in the number of people using it. This had led

to issues, however, as signs were being ignored with dogs not on leads and cyclists using the footpaths.

Lisa Hughes said that she had seen a significant number of dogs not on their leads in recent weeks and she also suspected that there was an increase in the amount of fouling that was not being picked up. She expressed her disappointment, but underlined that it was a minority.

Lynne Peperell, who was speaking on behalf of Mike Copland, said that wildlife on the common was severely declining which was a concern.

Councillor Brar said that she was particularly concerned as the common was part of her ward. She said that the route from the car park to the river footpath was to be improved, especially for those with disabilities. It was suggested that more could be done to stop dog walkers from getting near the wildlife that needed to be protected.

The Chairman said that RBWM had a difficult job to balance between different groups and needs. They had a moral obligation to protect the ecologically and sorting the issue of access to riverside. The dog issue was likely to never go away.

Anne Woodward suggested that it could be classed as a wildlife reserve and then people would start to understand what it was about. Councillor Baldwin agreed and said that there were educational opportunities at Battlemead.

Jacqui Wheeler said that lots of representations had been made and RBWM was trying to take on board everyone's views. The Accessibility Sub Group of Battlemead had recently gained a new member who was a dog walker, therefore there was an opportunity to engage with them. Cyclists on the towpath was a big problem and signs that had been put up, but these had not been effective.

Councillor Sharpe said that he was not familiar with the wildlife in the area. Lynne Peperell said that there were at least 8 different species of bird that were on the conservation list amongst other wildlife that needed to be protected. Councillor Brar said that there were over 50 different species present at the common.

10 Site Visit - When and Where

Jacqui Wheeler informed Members that the next site visit was to Thriftwood, the extension of Ockwell's Park in Cox Green, Maidenhead. The visit was scheduled to take place on Tuesday 14th July 2020 at 2pm. Jason Mills would explain the management of the site.

Councillor Hunt passed on her apologies for not being able to attend this site visit.

11 Date of Next Meeting

Members noted the date of the next meeting.

The meeting, which started at 6.15 pm, ended at 7.50 pm.

LOCAL ACCESS FORUM: 30th NOVEMBER 2020

ACTIONS ARISING FROM THE MEETING

PURPOSE OF REPORT

To inform the Local Access Forum about the progress made on actions and issues arising from the Forum meeting held on 30th June 2020

Key:

Completed items

In progress

Incomplete

Action owners:

GP	Geoff Priest	AH	Anthony Hurst (Parks and Countryside Team Leader)
SW	Sharon Wootten (Public Rights of Way Officer)	JW	Jacqui Wheeler

Agenda Item 1(c): Matters Arising

Item	Action / Issue	Action Owner	Outcome
4.2	Next 2020 Joint LAF Chairs meeting proposed by Graham Pockett Parks and Countryside Development Manager of Bracknell Forest Council Hampshire CAF and Surrey CAF are both interested in attending a new meeting	GP/JW	Bracknell and Surrey have responded. There is enthusiasm for re-starting the LAF Chair meetings at Bracknell who have suggested using Zoom. JW to continue liaising to facilitate a meeting in the new year.
4.1	Lack of promotion of the LAF on council website	JW	New LAF webpage content has been sent to web editor and waiting to be uploaded. Archived webpage has been loaded to the "live" website again (but is out of date). Changes to the website have been delayed due to new web content management system coming online and subsequent staff training/teething problems.
4.2	BCA had been identified as an organisation from which younger LAF members might be recruited.	GP/JW	BCA are willing to suggest a student becomes a LAF member but cannot be progressed until face to face can happen. Ongoing due to Covid
4.3	Crown Estate representative	JW	JW to investigate with Crown Estate a suitable representative to ask to join LAF

LOCAL ACCESS FORUM REPORT - 30 November 2020
 AGENDA ITEM 1(c)

Item	Action / Issue	Action Owner	Outcome
4.4	The Forum needed to review its original report on access in relation to the developing draft Local Plan	GP	No progress due to COVID-19

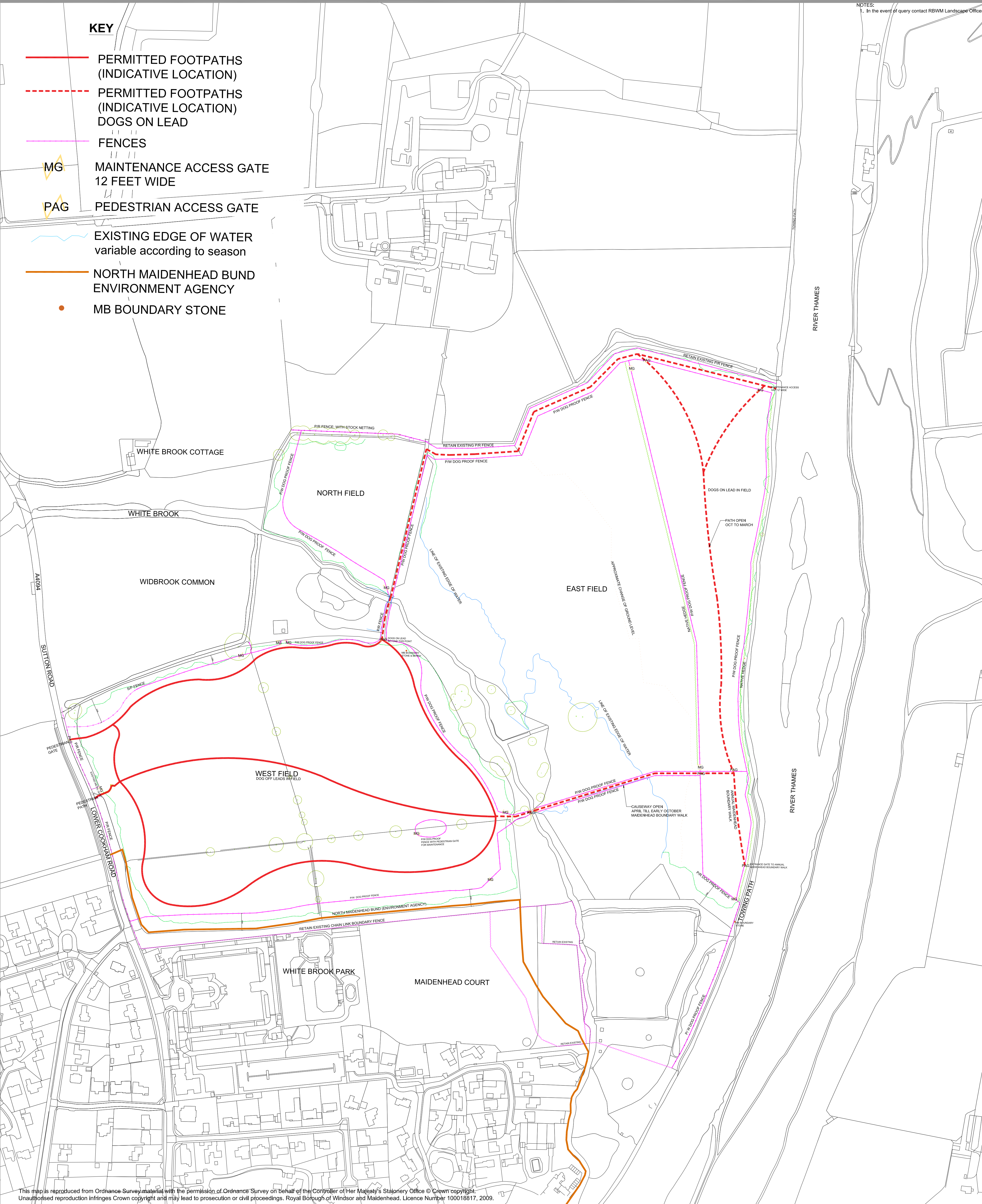
Agenda Item 9: Battlemead Common Update

Item	Action / Issue	Action Owner	Outcome
9.1	Battlemead Common Update	JW/AH	Revised Masterplan (included in pack) agreed after "virtual" FoBC meeting on 16 th Sept 2020. Masterplan will be reviewed on an annual basis, in discussion with the Friends group; the next review of the Masterplan will be in October 2021


NOTES:
1. In the event of query contact RBWM Landscape Officer

KEY

- PERMITTED FOOTPATHS (INDICATIVE LOCATION)
- - - PERMITTED FOOTPATHS (INDICATIVE LOCATION) DOGS ON LEAD
- FENCES
- MG MAINTENANCE ACCESS GATE 12 FEET WIDE
- PAG PEDESTRIAN ACCESS GATE
- ~ EXISTING EDGE OF WATER variable according to season
- NORTH MAIDENHEAD BUND ENVIRONMENT AGENCY
- MB BOUNDARY STONE



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 Royal Borough of Windsor & Maidenhead	The Royal Borough of Windsor & Maidenhead Town Hall St. Ives Road Maidenhead Berkshire SL6 1RF Tel: 01628 796482 Fax: 01628 796738	Project <h3 style="text-align: center;">BATTLEMEAD COMMON</h3>		Date <h2 style="text-align: center;">05.06.2019</h2>	Scale <h2 style="text-align: center;">1:2000@A1</h2>		
				Drawn <h2 style="text-align: center;">AC</h2>	CAD <h2 style="text-align: center;">AC</h2>	Checked <h2 style="text-align: center;">AH</h2>	
			Title <h2 style="text-align: center;">MASTERPLAN NOV 2020</h2>	G Revised EA bund F Removed mown path N Field E East field fence and path added D Permitted paths added C Removed diagonal paths B Replaced bunds with bollards A Amended as per feedback from FoB 13 Rev Amendments	AC 031120 AC 220920 AC 020920 AC 030720 AC 180919 AC 220819 AC 240619	Drg No. <h2 style="text-align: center;">201810-L-05</h2>	Rev. <h2 style="text-align: center;">G</h2>
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CONSULTATION ON “MILESTONES STATEMENT & PUBLIC RIGHTS OF WAY IMPROVEMENT PLAN ANNUAL REVIEW 2021 - 2022”

1. **PURPOSE OF REPORT**

To consult the Forum on the priorities, targets and service standards to be included in the ‘Milestones Statement & Public Rights of Way Improvement Plan Annual Review 2021-2022’

2. **SUPPORTING INFORMATION**

- 2.1 The Council produces a **Milestones Statement & Public Rights of Way Improvement Plan Annual Review**, which sets out priorities, targets and service standards for public rights of way work in the coming year, and reviews progress made in the previous year. The Statement also includes an update on progress with implementation of the Public Rights of Way Management and Improvement Plan 2016/2026.
- 2.2 The Milestones Statement helps guide the work of the Council’s Public Rights of Way Team, ensures that available resources are directed towards agreed objectives and priorities, and enables effective monitoring of progress.
- 2.3 The Milestones Statement is scheduled to be submitted to the Council’s Rights of Way and Highway Licensing Panel for approval in March 2021, prior to publication in April 2021. The published Milestones Statement will then be circulated to all members of the Rights of Way and Highway Licensing Panel, Parish Councils, Local Access Forum members and others with an interest in the public rights of way network, and will also be published on the Borough website.
- 2.4 The views of the Local Access Forum are requested on the following:
 - Priorities for 2021/22: Are there any recommended changes to the priorities listed in the current (2019/20) Milestones Statement (see Appendix A)?
 - Milestones Targets for 2021/22: Are there any recommended changes to the Milestones Targets listed in the current (2020/21) Milestones Statement (see Appendix A)?
 - Service Standards for 2021/22: Are there any recommended changes to the Service Standards listed in the (2020/21) Milestones Statement (see Appendix A)?

Progress towards the ‘Milestones Targets’ in the current year is also attached, and could be used to help inform the setting of targets for 2021/22.

OBJECTIVES

2.1 Priorities for 2020/21

- Maintenance and enforcement: bring all public rights of way up to an acceptable standard for all users.
- Encourage and support the involvement of volunteers in the maintenance and improvement of public rights of way.
- Equality of service: ensuring that the needs of all users, regardless of race, disability, sexuality, age and religion, are taken into account.
- Ensure that the Thames Path National Trail is consistently safe and easy to use by all members of the public.
- Seek to complete the missing links in the Millennium Walk.
- Partnership working: working with all interested parties in the management of public rights of way, (e.g. Local Access Forum, Parish Councils, Civic Societies, residents associations, user groups and landowners)
- Changes to the network: seek improvements in association with development and other proposals.
- Improvements: seek improvements and additions to the network to enhance connectivity for horse riders, cyclists and people with restricted mobility.
- Explore opportunities to extend, create or promote Multi-user Routes
- Ensure effective early consultation with interested parties on proposed changes to the network, in accordance with government regulations, circulars and codes of practice.
- Liaise with landowners and occupiers on all public rights of way matters, including updating and advising landowners on changes in legislation and encouraging the establishment of permitted routes.
- Maximise the use of recycled and reused materials in rights of way maintenance where practicable.
- Develop and enhance the information available online for public rights of way, including the use of social media where appropriate.

- Accessibility:

Aim to establish a network of urban, semi-urban and highly used footpaths to be reasonably accessible for people with disabilities, older people and parents / carers with young children.

The initial six localities to be surveyed are Battlemead Common, The Green Way, Ockwells Park & Thrift Wood, Cock Marsh, Boulters Lock and the Thames at Old Windsor

Recommendations from the annual footpath surveys to be considered for inclusion in the annual Milestones Statement and Rights of Way Improvement Plan

Investigate best practice path surface materials that enable people with disabilities to use public rights of way and other footpaths. Use the results to develop a list of suitable surfaces and the circumstances in which they might appropriately be used.

Adopt the signage and information approach used by South Downs National Park for all online and hard copy maps of green spaces and accessible walks/routes: access for all/many/some; mapping symbols include gradients/resting places/access controls; standard information templates

Consider the needs of people with disabilities in all footpath design and improvement programmes. Key aspects to consider: access to the route/site; appropriate footpath surfaces and width; removal of access barriers; resting places; connections with other footpaths/green spaces and transport (parking, bus stops); signage and information.

Develop a footpath survey template for use in areas where access for all or some routes are considered feasible. It should include the following elements: footpath surfaces, gradients and condition; obstacles (access barriers, stiles, gates, steps); hazards (tree roots, overhanging or intrusive vegetation, barbed wire); signage and information; resting places.

2.2 Milestones Targets for 2020/21

Well Maintained

WM 1: To ensure that all public rights of way are easy to use by members of the public. (This is based on the former ‘Best Value Performance Indicator’ for public rights of way). Target for 2020/21 is **95%**.

WM 2: To carry out major surface improvements/ vegetation clearance on **10** public rights of way.

WM 3: To repair or replace **7** bridges.

Well Publicised

WP 1: To produce **1** new Parish rights of way leaflet.

WP 2: To assist others to produce effective promotional material: a minimum of **1** new or updated publication.

Improving Access and Connectivity

AC 1: Create **1** new strategic path, either public right of way or permitted, to fill identified gaps in the public rights of way network, as/when opportunities arise.

AC2: To make **10** physical access improvements, including the replacement of stiles with gates or gaps, to facilitate use by those with special needs, the elderly, people with pushchairs etc.

***Note:** the above targets are ‘subject to funding’, and subject to change should the need arise. This will ensure flexibility considering changing circumstances, for example to take advantage of opportunities that may arise during the course of the year, discussions with landowners, funding sources for specific projects etc.*

APPENDIX 4

Service standards

The Royal Borough of Windsor and Maidenhead has the following key aims in relation to public rights of way:

- To ensure that the borough's public rights of way network is properly maintained and well publicised
- To ensure that public rights of way are safeguarded and enhanced
- To help landowners and users to understand their responsibilities and rights
- To consult and work with interested parties to achieve the provision of a well-maintained and signed network of public rights of way

We will liaise with and involve:

- Local Access Forum
- Disability and Inclusion Forum
- Parish and Town Councils
- Natural England
- East Berks Ramblers
- Disabled Ramblers
- British Horse Society
- British Driving Society
- Cyclists' Touring Club
- Sustrans
- Vehicle User Groups
- National Farmers' Union
- Country Land & Business Association
- Thames Path Management Group
- Any other interested parties

We will comply with British Standards on all new structures and furniture, and where possible, upon replacement of existing structures or furniture. BS 5709-2018 gaps, gates and stiles; order of preference; a) gap, b) gate, c) kissing gate, d) stile. Barbed wire, razor wire, farm type electrical fences and suchlike should not normally be used in the vicinity of structures covered by this standard, but where these wires are necessary then assessment should be made of the effect they have on the safety and convenience of people in the vicinity. BS8300: part 1 2018: (Designing accessible and inclusive environments).

We will carry out:

- A condition survey of each path every three years based on a rolling programme of six-monthly surveys (in partnership with East Berks Ramblers Association).
- An inspection of rights of way in a dangerous condition within one working day of notification, make safe within one working day of inspection, and inform correspondents of the results within three working days.

We will use our powers:

- To enforce removal of any obstructions to the public rights of way network within three months of inspection, enforce compliance with the Rights of Way Act 1990 (ploughing etc) in accordance with the Council's Ploughing and Cropping procedure below, and give consideration to all available statutory powers including prosecutions where appropriate.

Ploughing and cropping procedure:

1. Make first contact with farmer via telephone and email (with a read receipt) to explain the report or issue. This telephone call and email should agree the date with the farmer for the resolution of the issue based upon the statutory 14-day deadline. Explain that if the works are not done by this deadline the issue will be reported to the Rural Payments Agency.
2. Take the 14-day deadline from the date that the farmer is first contacted by the Council. Where necessary, agree an extension of this deadline for up to 28 days, for example where ground conditions do not allow proper reinstatement within the normal 14-day period.
3. Request the farmer to contact RBWM when the reinstatement works have been done, if possible, providing photographic evidence. If the agreed deadline has not been met, the breach of regulations should then be reported to the Rural Payments Agency.
4. If the path has not been cleared and the path reinstated by the stated deadline the Council to arrange for a contractor to clear the path and reinstate the surface (as required) and the cost of these works is re-charged to the farmer. This issue is then closed.

Public Rights of Way Milestones 2020-21: monthly summary (running total)

		Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar 31 st 2021
2019-20 Achieved	Target 2020-21												
93%	95% easy to use	-	-	-	98%	98%	98%	98%	98%				
10	10 major surface or clearance jobs	1	1	1	1	1	3	3	4				
11	7 bridge repairs or replaceme nts	2	2	2	2	2	4	4	7				
1	1 new Parish leaflet	0	0	0	0	0	0	0	0				
1	1 new prom. info. (assist others)	0	1	1	1	1	1	1	1				
3	1 new path created	0	0	1	1	1	1	1	1				
10	10 access improvm ents	2	2	2	2	2	4	5	6				

Local Access Forum
Horse Riders Sub-Group
Supplementary Report
November 2020

March report presented at LAF June 2020

Key Findings

1. Motor vehicles presented the highest safety related issues on-road, with respondents reporting worsening of behaviour over last 24 months.
2. Riding off-road dog attacks and owners/walkers were the biggest hazard, with dogs often not under full control.
3. Most incidents go unreported.
4. Increases in urbanisation and the related traffic, means that the Cookham and Knowl Hill routes are no longer the safe haven for equestrians that they were intended to be. The same goes for on-road linkages to bridleways across the Borough.
5. Only 22% of PROW in the Borough are accessible for equestrians.
6. Equestrians do not use roads by choice, they would prefer local safe off-road riding. Transporting horses to off-road facilities that offer permits, such as Windsor Great Park and BCA, or further afield to more rural locations, is not possible for 35% who do not have transport and not feasible, in terms of time and effort to do so on a regular basis, for the remaining 65%.

Recommendations

1. Education programme for vehicles, cyclists, dog owners and riders, so that how we can harmoniously share multi-use access. This could include signage in known hotspots.
2. Licencing or accreditation of commercial dog walkers, to encourage greater responsibility around horses.
3. Continue to work with RBWM PROW to investigate improvements to Cookham and Knowl Hill circuits to increase both safety and usage by creating additional multi-use paths, linkages, off-road riding access e.g. Ashley Hill Forest, provision of parking and safe road crossings.
4. Invite more volunteers for sub-group to fully investigate safety improvements in all areas of the Borough, particularly for Windsor and Ascot.
5. Review speed limits and improve signage in Cookham and Cookham Dean, Lee Lane, Burchett's Green Lane, Warren Row Road, Terry's Lane, Mileys Road, Twyford Road. Consideration could also be given to the 'Quiet Lane' initiative by CPRE (Campaign to Protect Rural England).
6. Identify which highway verges, cycleways, open spaces owned by RBWM which could be opened to multi-use, in order to separate horses from motor traffic.
7. Planning and developments in the Borough to consider impact on horse routes and incorporate multi-use access, rather than cycling only.
8. Create a dialogue with local landowners regarding the potential subsidies available through the new Agriculture Bill, as a conduit to opening up access to field headlands and upgrading footpaths/cycleways to multi-use, in order to create safe linkages and additional off-road routes.
9. Educate local riders to report maintenance issues to RBWM PROW

As a follow up to the June LAF, the group have now created additional reports to cover more areas of the Borough.

The objective is to raise the awareness of the safety issues faced by equestrians and how, in an ideal world, these risks could be reduced. There are some suggestions, within the control of RBWM e.g.

highway margins, access to council owned land, speed limits, traffic safety measures. However, the majority require the support of landowners to upgrade existing footpaths to bridleways, or access to field margins, by potentially accessing grants available under the Agriculture Bill, to open land for wider leisure use. Landowners, so far, have not shown a great willingness to do so, but for the betterment of the community as a whole, their co-operation is sought.

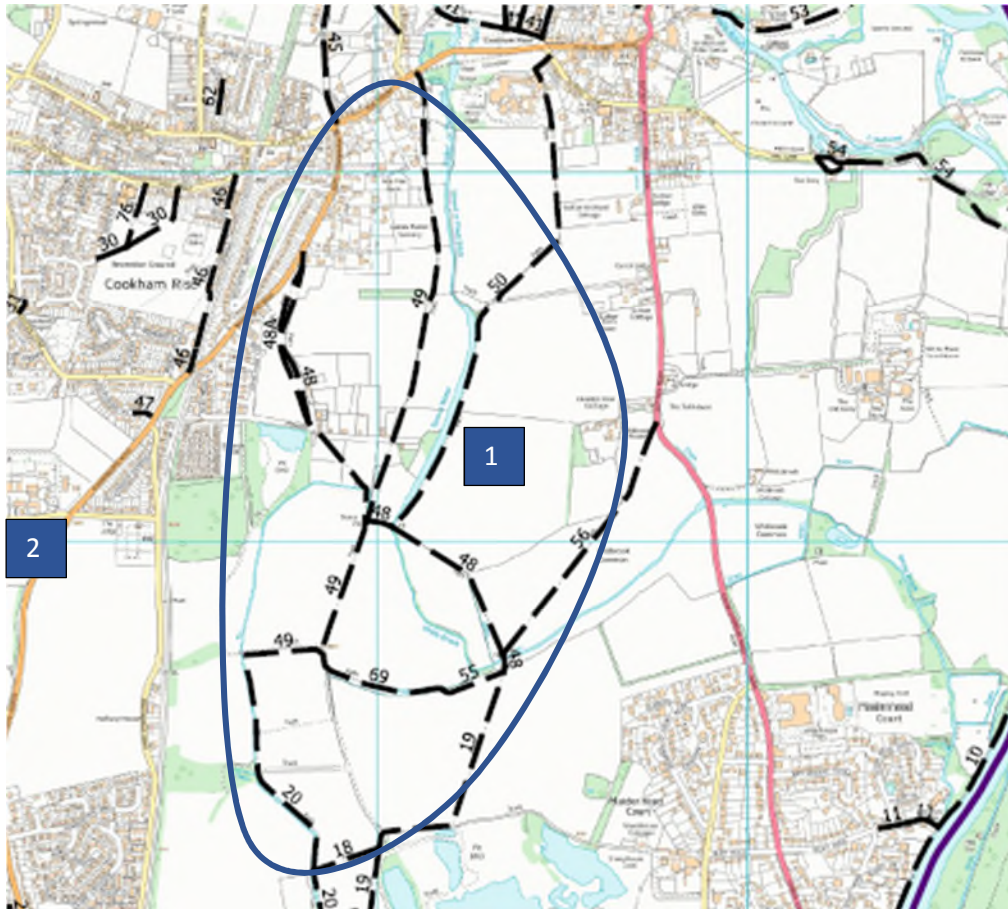
Supplementary reports;

1. Cookham
2. Fifield and Holyport
3. Knowl Hill, Walthams & Maidenhead Thicket
4. Ascot

Riding sub-group

Report 1 - Cookham

Cookham village south of Switchback & Cookham Rise



This area of Cookham does not have any accessible PRoW for horses, despite there being livery and private yards in this area. Field margins were previously available between Sutton Road and Strande Water, but these routes were closed to horses in July 2019.

To access the Cookham bridle circuit, riders need to mix with the busy traffic along Switchback Road, Whytelaydes Road or Lower Road through Cookham Rise.

The rider survey highlighted aggressive attitudes towards horses on the roads around Cookham, both verbally and behaviour in cars. The notice below, appeared on Strande Lane w/comm 26th October.



It reads:

Polite Notice*

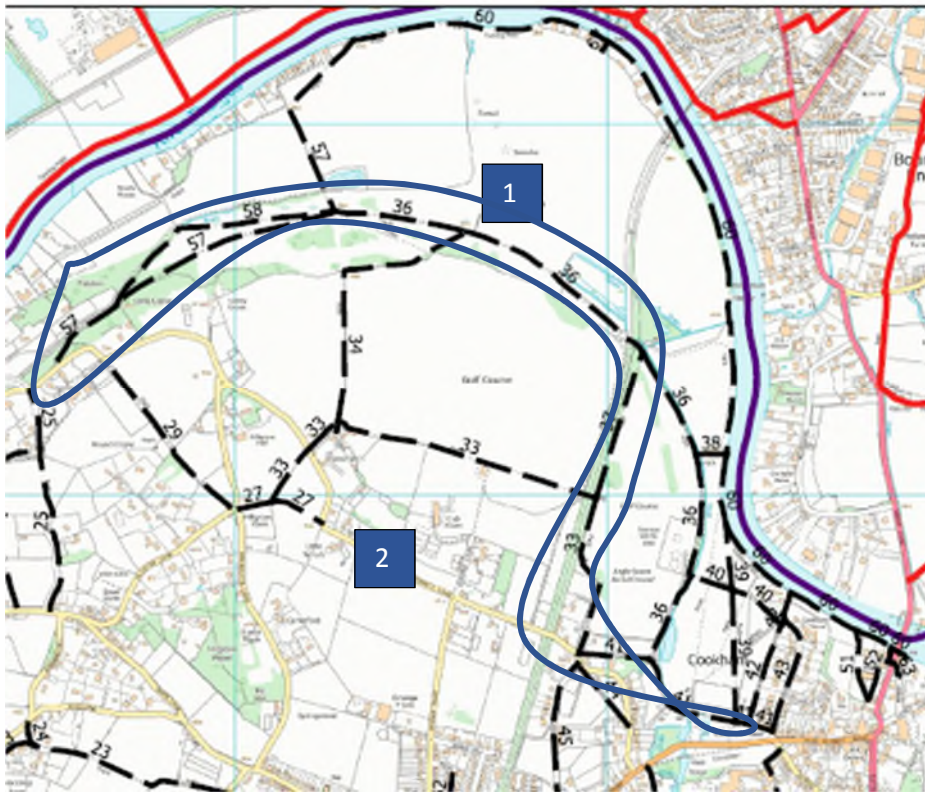
No more horses on Cookham Roads

* (a sarcastic reference to the hi-viz worn by some riders)

Suggested Improvements

1. Approach landowners Summerleaze, Copas farms to potentially open some field margins and National cycle route (48) on the land between Switchback Road and Lower Cookham/Sutton Road.
2. Make the shared foot and cycle path, which is Highways margin, from railway bridge, along Switchback Road to Malders Lane into a multi-user PRow, so that the Cookham BC can be accessed with greater safety.

Cookham village to Winter Hill

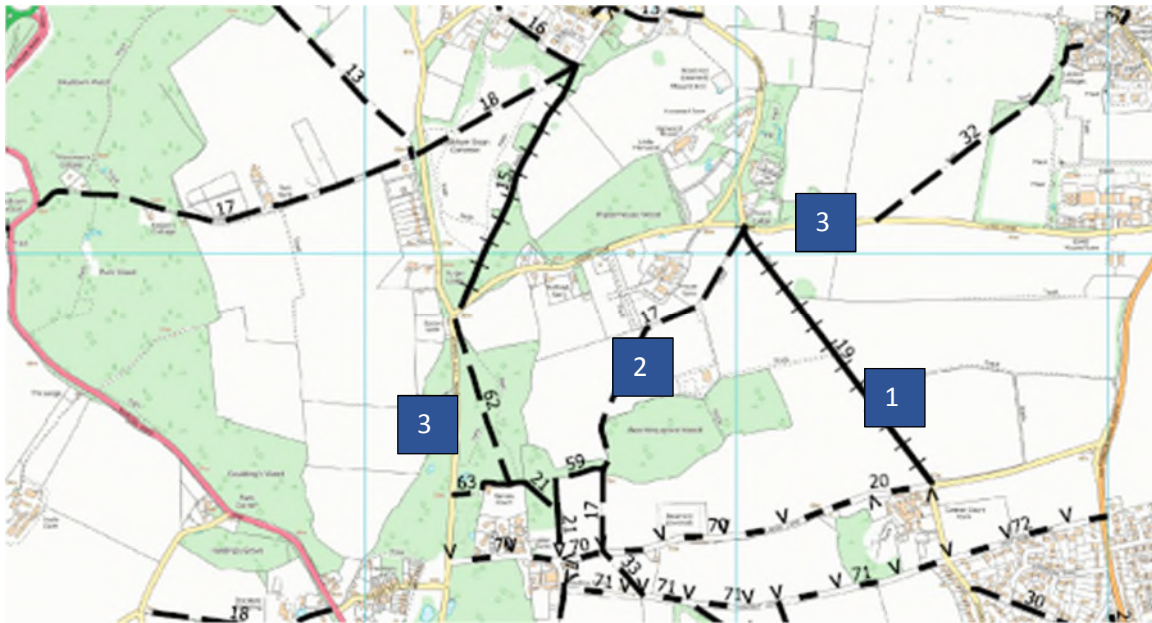


This area does not have any accessible PRoW for horses. Any riders from Cookham village wanting to reach Cookham Dean and Winter Hill, need to use the busy roads along Whyteladyes Road, Lower Road or Terry's Lane, which is quieter but narrower, with both cars and cyclists coming a little too fast at times.

Improvement suggestions

1. Approach landowners, Copas Farms, to open access to Cock Marsh along the bottom of the hill along FP41, FP36 to Railway bridge. then FP57 to Gibraltar Lane/Winter Hill. We understand that the FP36 from railway bridge & FP57 to Gibraltar Lane is National Trust managed, who have shown a willingness within the LAF to explore access opportunities. It is also part of the route identified for a potential Cookham cycle route, so would be ideal if this opportunity was opened up for equestrians also.
2. Reduce speed limit on Terry's Lane from national to 30mph and/or consider 'Quiet Lane' initiative, which would benefit riders and cyclists.

Switchback Road to Cookham Common

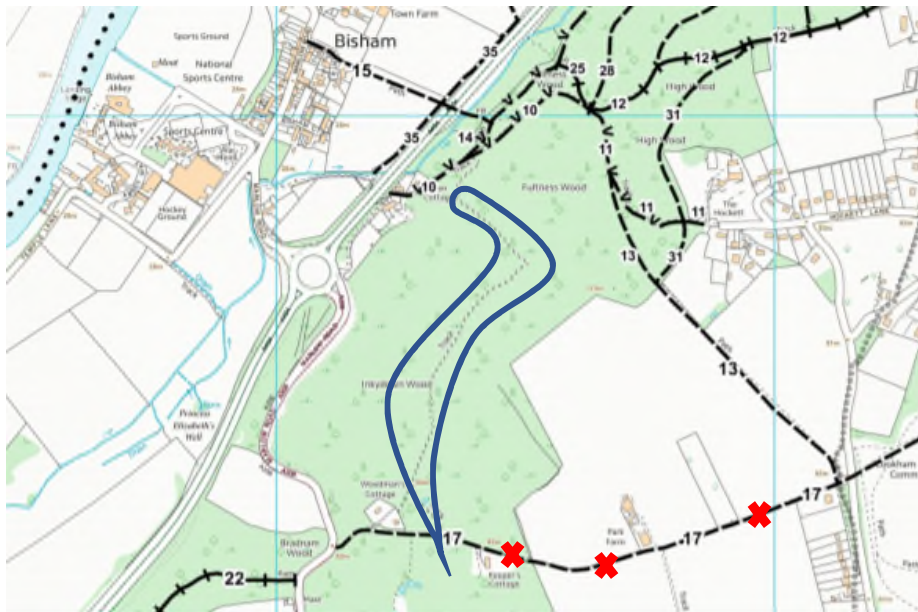


The Cookham BC can be accessed along either Malders Lane By-way 20 & 70 or Nightingale Lane By-way 72 & 71. The BW19 from Malders Lane to Long Lane has been surfaced in unsuitable material, making it slippery in the winter and extremely hard (like concrete) in the summer. Long Lane is narrow, with high hedges which means it can't be used safely to ride from Switchback Road to Cookham Dean. Previously it's understood that there was an accessible grass margin along Long Lane. National Trust has created accessible tracks through the woodland along Winter Hill Road, so that horses can access Pinkney's Green.

Improvements

1. Request that landowner, Copas Farms, replaces the unsuitable surface on BW19
2. Approach Copas farms to create a circular route by making FP17 into a bridleway, thus avoiding Long Lane
3. Reduce speed limits; Winter Hill Road, Long Lane and investigate if any safe margin could be made
4. Where the Cookham Bridleway circuit crosses Winter Hill Road near to the Brickworks there needs to be a sign of a horse making drivers aware of horses crossing for the next ½ mile as cars accelerate fast from the 30mph limit.

Cookham Common to Bisham Woods

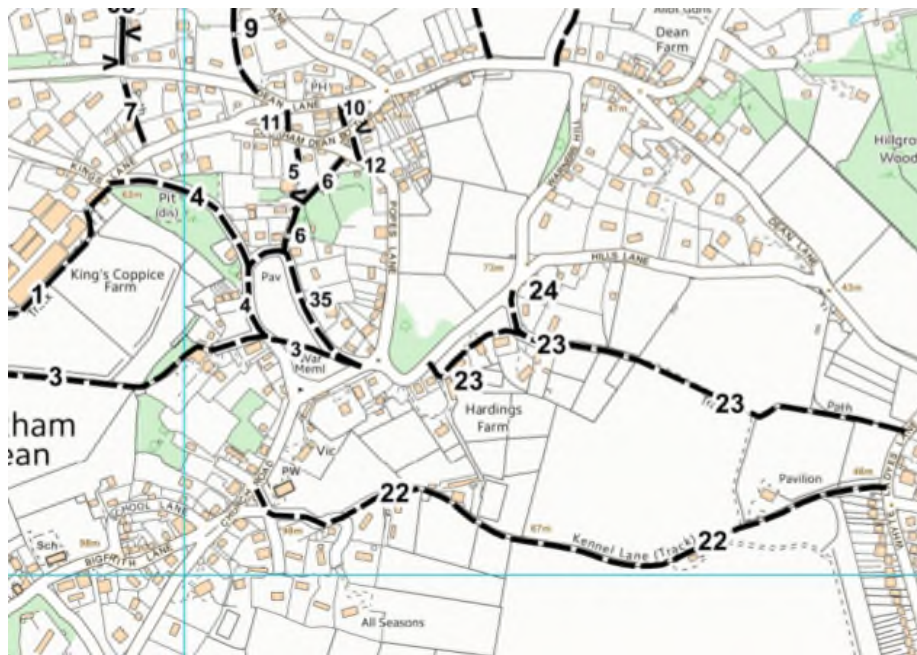


The Woodlands Trust created a permitted bridleway through Inkydown Wood as part of the Cookham bridle circuit, joining FP17 through Park Farm. However, the permitted bridleway has been withdrawn by Park Farm for several years, breaking the circular route through Inkydown Woods to Cookham Dean Common.

Improvement suggestion

1. Approach Park Farm to reinstate the permitted bridleway.

Cookham Rise to Cookham Dean



Kennel Lane, which runs from Whytelaydes Road to Church Road in Cookham Dean, is designated as FP22, but both its name and historical map references would indicate that in fact should be a bridleway or by-way. In a Cookham Parish Council publication, it is referenced as an old roadway http://www.cookhamparishcouncil.org.uk/wa_files/pp_cookham_vds_part2.pdf

Berks XXIV 6 inch plan Surveyed 1875 Published 1882



This historical map shows Kennel Lane as a track and does not have a FP designation. The tithe map 43/1B from Diocesan Tithe records shows roads and lanes including Kennel Lane as an established route for public access. The Inland Revenue map IR 126_3_13 shows the greater part as a white road.

Landowner was approached in March 2009, but declined to upgrade to BW.

Milestones statement reference #22

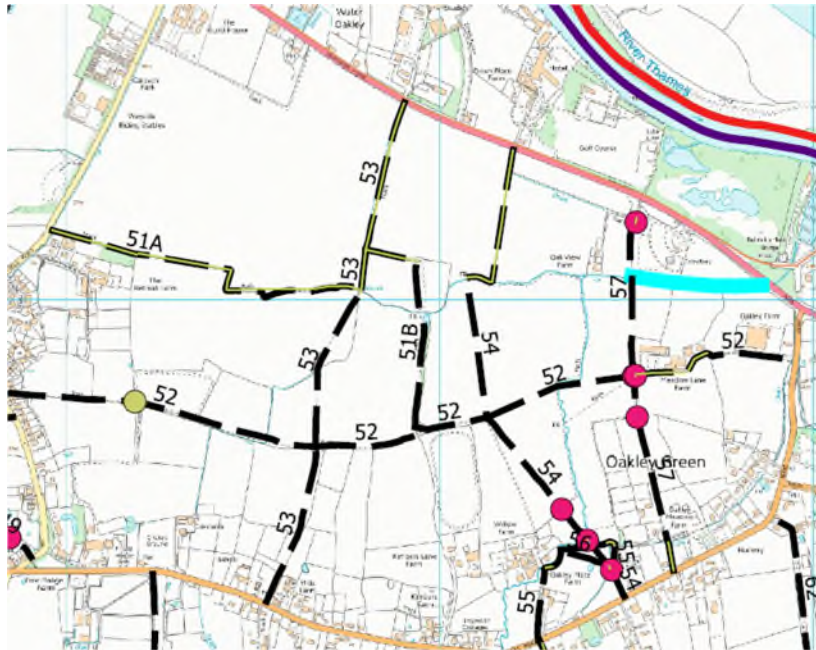
Improvement suggestion

1. Raise a DMMO to upgrade to a bridleway.

Riding sub-group

Report 2 – Holyport and Fifield

Oakley Green



Land is owned by Summerleaze and destined for gravel extraction. No bridleway or by-ways.

Improvement suggestions

No improvements possible/suggested

Fifield North of Forest Green Road

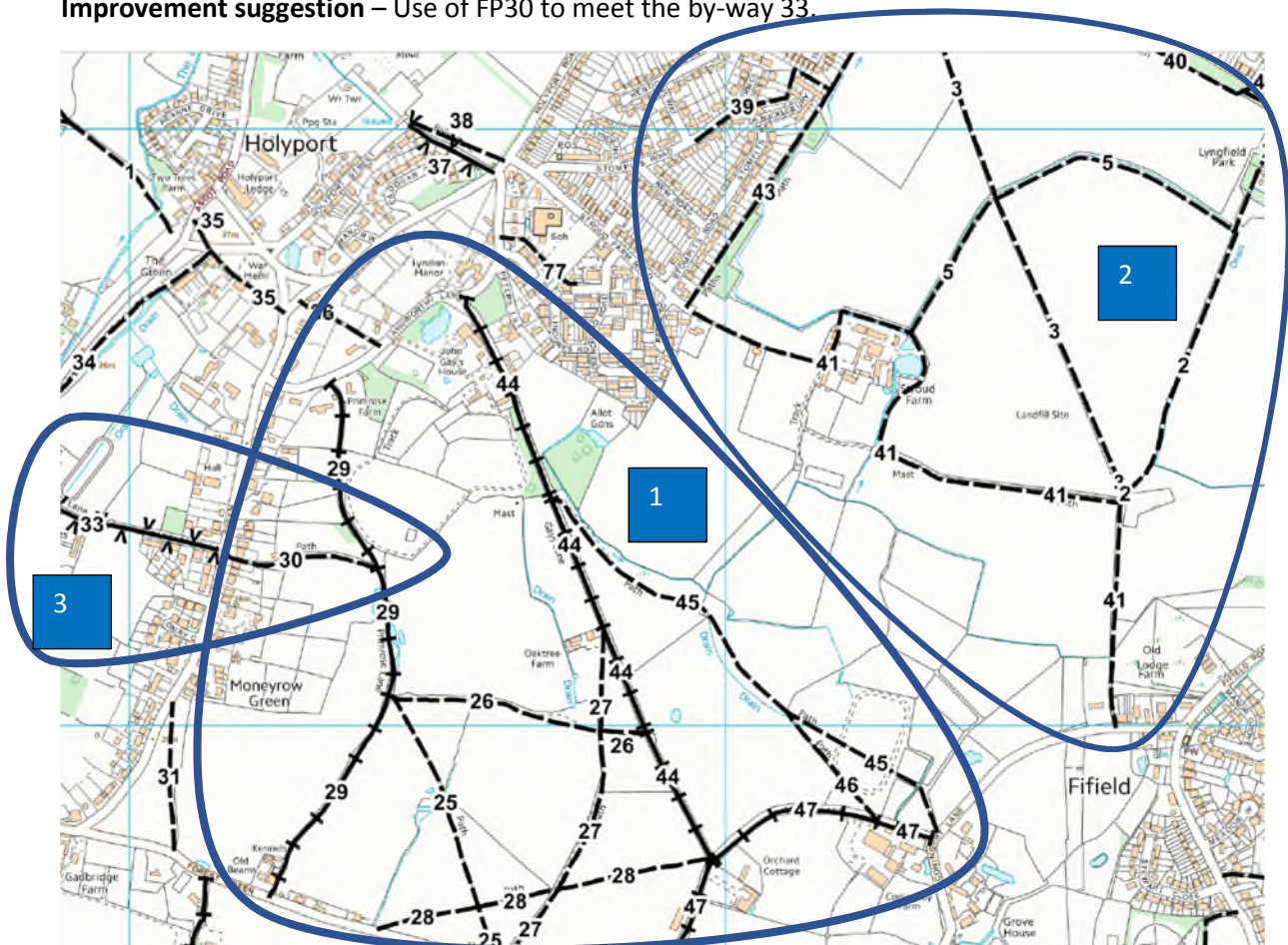
1. From Coningsby Lane, possible to hack over to Holyport using BW 47 & 44. Ideally a circular route could be back via BW29, but this ends on busy Forest Green Road, necessitating a .5 mile hack to BW47.

It is believed planning permission 18/03725/FULL to relocate Maidenhead Target Shooting Club to Oak Tree farm has been declined, however it is now going to appeal. The development of outdoor shooting ranges, along BW44, would introduce a hazard on one of the few safe off-road routes in this area. We would implore the council to reject the appeal for safety reasons.

Improvement suggestion – Join BW29 to BW44 using FP26 or FP25

2. Land between Coningsby Lane and A308 – no access for horses
It is believed the land would not be suitable for horse access
3. Link through Moneyrow Green to Ascot Road, no link from BW29

Improvement suggestion – Use of FP30 to meet the by-way 33.



Holyport to Stud Green

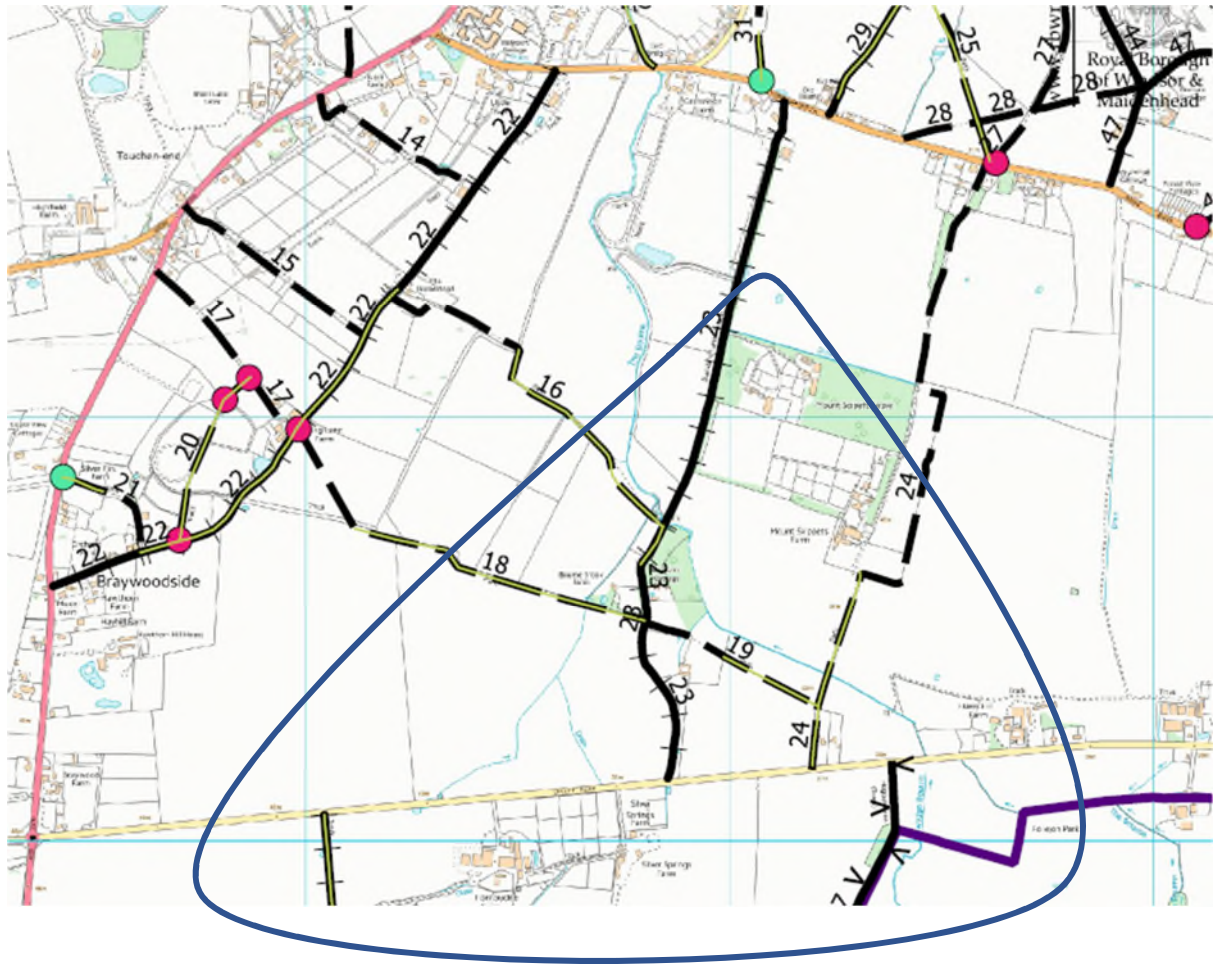
From by-way 33 or the verge alongside FP34, the safe access is using FP34 over the footbridge to the road, but this is narrow and horses can't turn easily. Instead riders need to go to Ascot Road and cross The Bourne using the white railed road bridge, which then means horses are on the 'A' road for longer than necessary, until the right hand turn into Stud Green.

Whilst riders wait to turn right into Stud Green, they are positioned on a slight bend and visibility for traffic approaching from behind (from Holyport) is therefore potentially dangerous.

Improvement suggestion – minimise use of Ascot Road by widening and extending FP34, providing a wider margin to safely cross the road into Stud Green. Install road signs to warn motorists.



Fifield – South of Forest Green Road

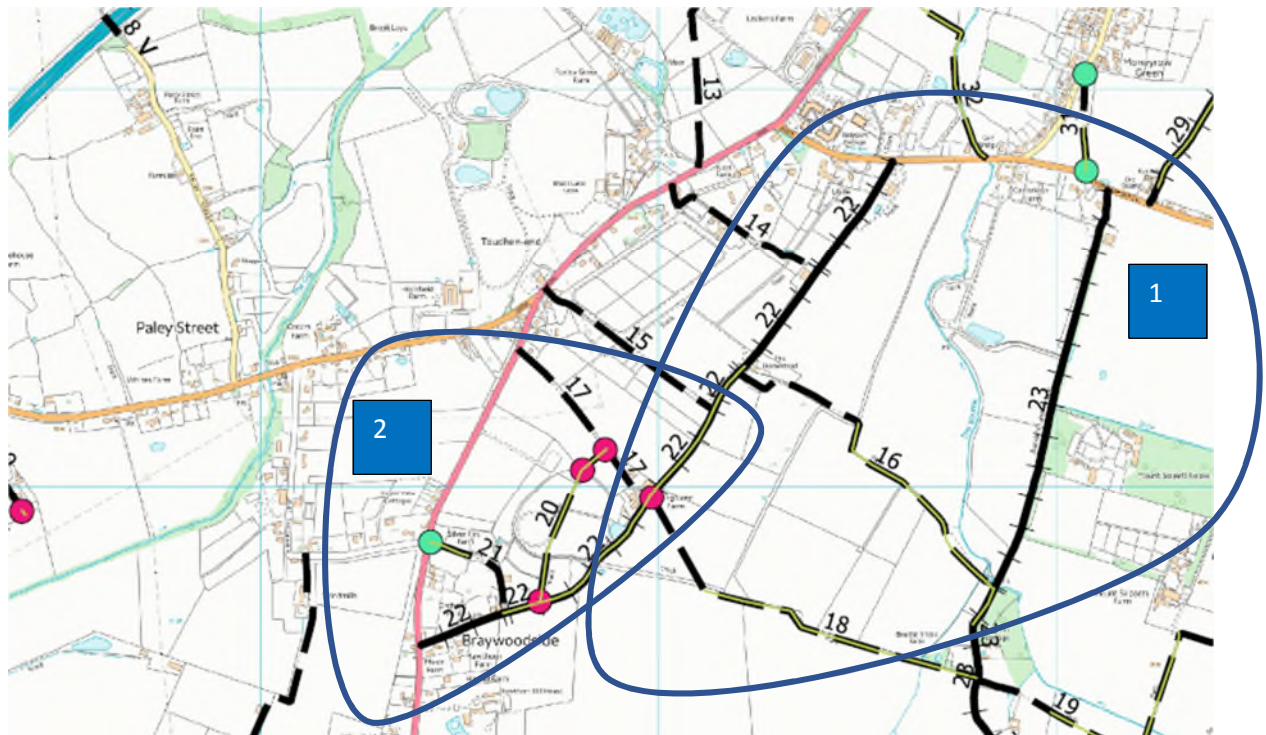


Link to Binfield Bridle Circuit is only possible by BW23 and using Drift Road. Turning east, means just under .5 mile to by-way 67, or west just over .5 mile. National speed limit applies on Drift Road and makes this journey extremely dangerous. There have been several fatal car accidents in recent years, the last in July 2019.

Improvement – reduce the length of time on Drift Road, by changing FP19 and FP24 to BW. Or, create horse margin on the verge.

As already achieved on Forest Green Road, reduce speed limit on Drift Road, dangerous not only for horses, but cyclists and motorists.

Braywoodside to Paley Street



1. To reach BW22 from Fifield & Holyport, there is a disconnect of .5 mile along Forest Green Road from BW29.

Improvement suggestion – safer linkage using FP16 or FP18, from BW23.

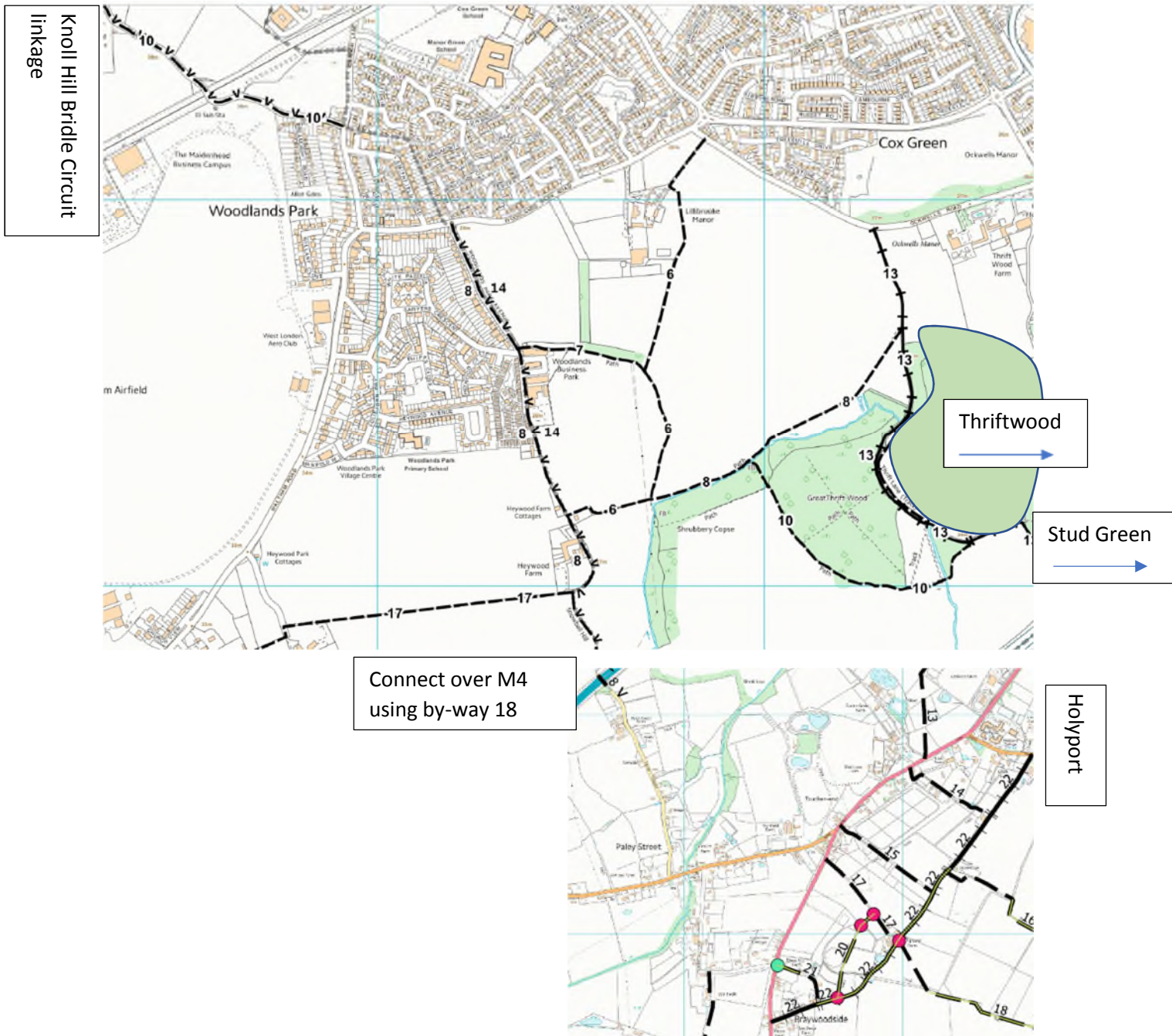
2. BW22 ends on Ascot Road, so getting to Paley Street from Braywoodside would require .25 mile on the busy Ascot Road.

Improvement suggestion – Using FP21 as a BW, which riders can then cross the road directly into Shepherd's Lane.

Circular Ride Stud Green, Thrift Wood, Braywoodside, Holyport

Subject to safe linkage across Ascot Road at Braywoodside, a circular route would be possible using Stud Green, BW11, BW13, then FP10 around Great Thrift Wood, FP8 & FP6 to join by-way 14. This would also enable riders from Holyport to link to the Knowl Hill Bridle Circuit via Woodlands Park by-way 10 to Cherry Tree Lane and Maidenhead Thicket.

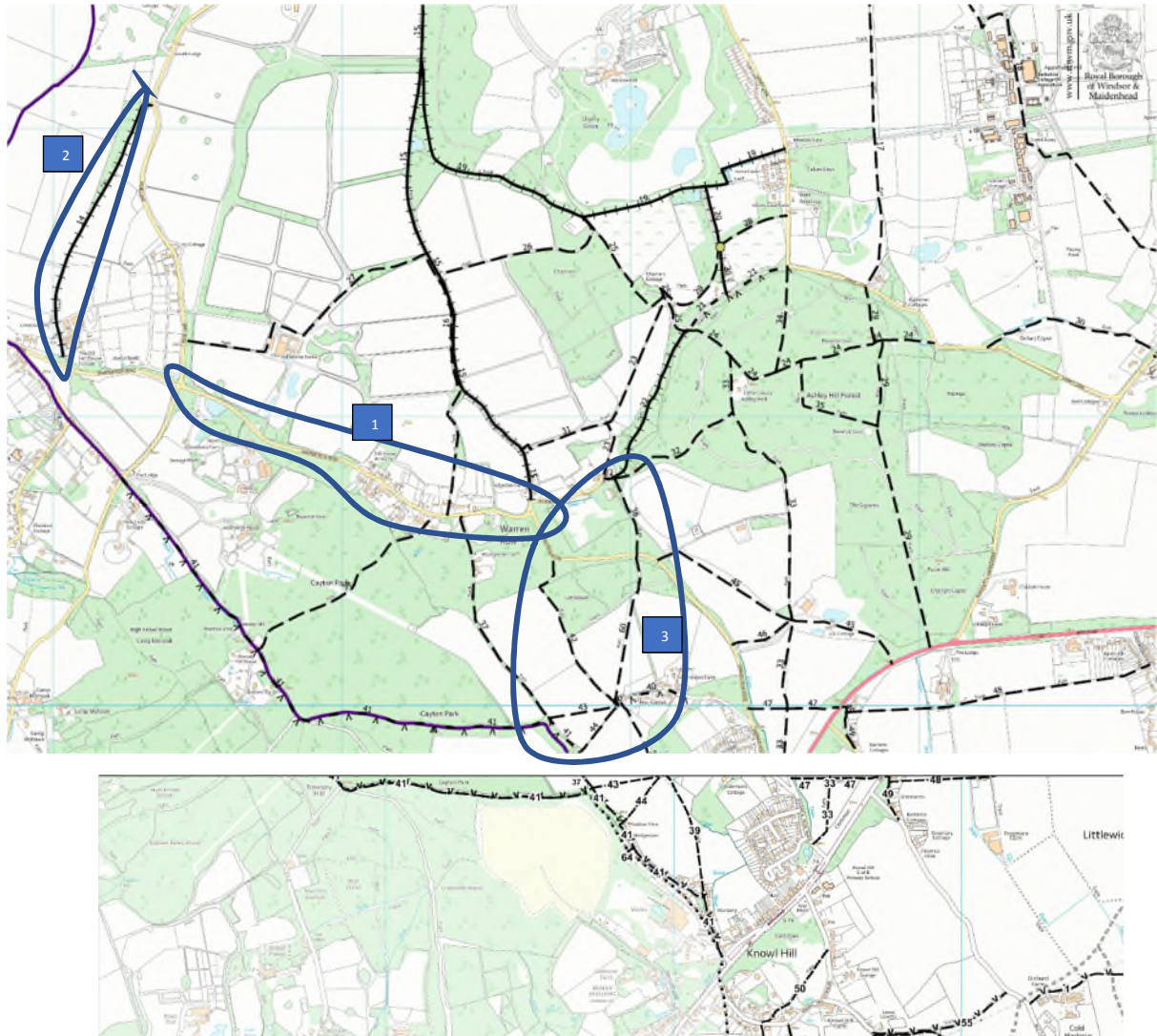
Access to the council owned Thrift Wood Park would also provide a short additional loop, from BW13.



Riding sub-group

Report 3 - Knowl Hill Bridle Circuit

Hurley to Warren Row



Hurley parish has one of the better shares of accessible PRow for horses, including part of the Knowl Hill bridle circuit. There are a couple of points to raise;

1. The section of the Knowl Hill bridle circuit from Pudding Hill along Warren Row Road to Rose Lane is approx. 1.4km. Due to significant urbanisation of the M4 corridor since, this is no longer a safe riding route. Not only is this used as a cut through from A4 to Henley by motor vehicles, but is also a popular route for cycling clubs/groups attracted by the cycle café in Warren Row.

RBWM have made approaches to the landowner of Woodpecker farm to upgrade the FP37 'Star Lane', which for part of its route from A4 is a restricted by-way 41, but without success.

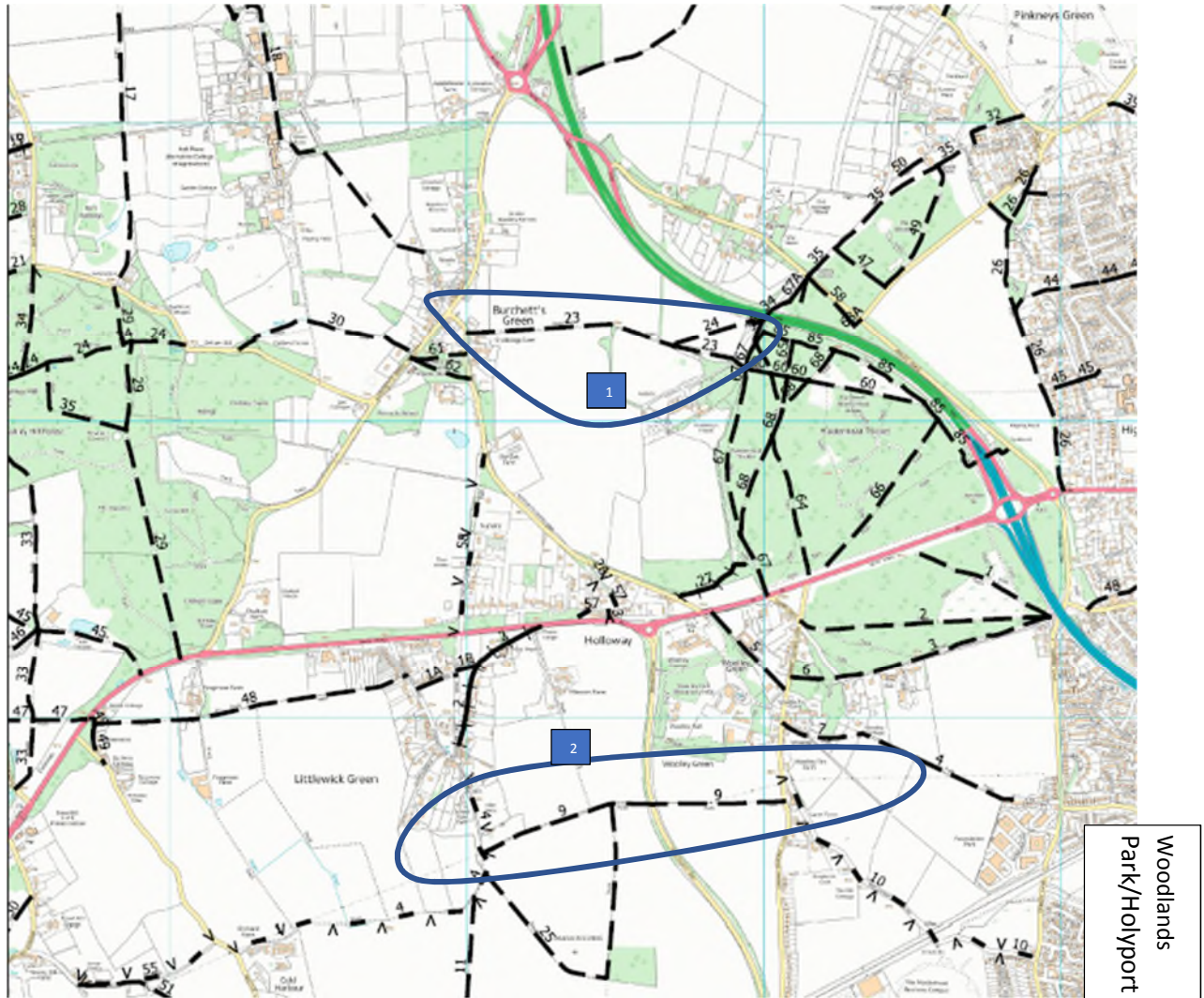
Improvement suggestion -make approaches to the landowners in section '3', some belonging to Cayton Park, to see if they could offer any off-road options.

RBWM to check if there's any possibility of a highway margin along Warren Row Road

- The surface of BW14 is poor and gets extremely wet and boggy.

Improvement suggestion – Resurfacing and drainage

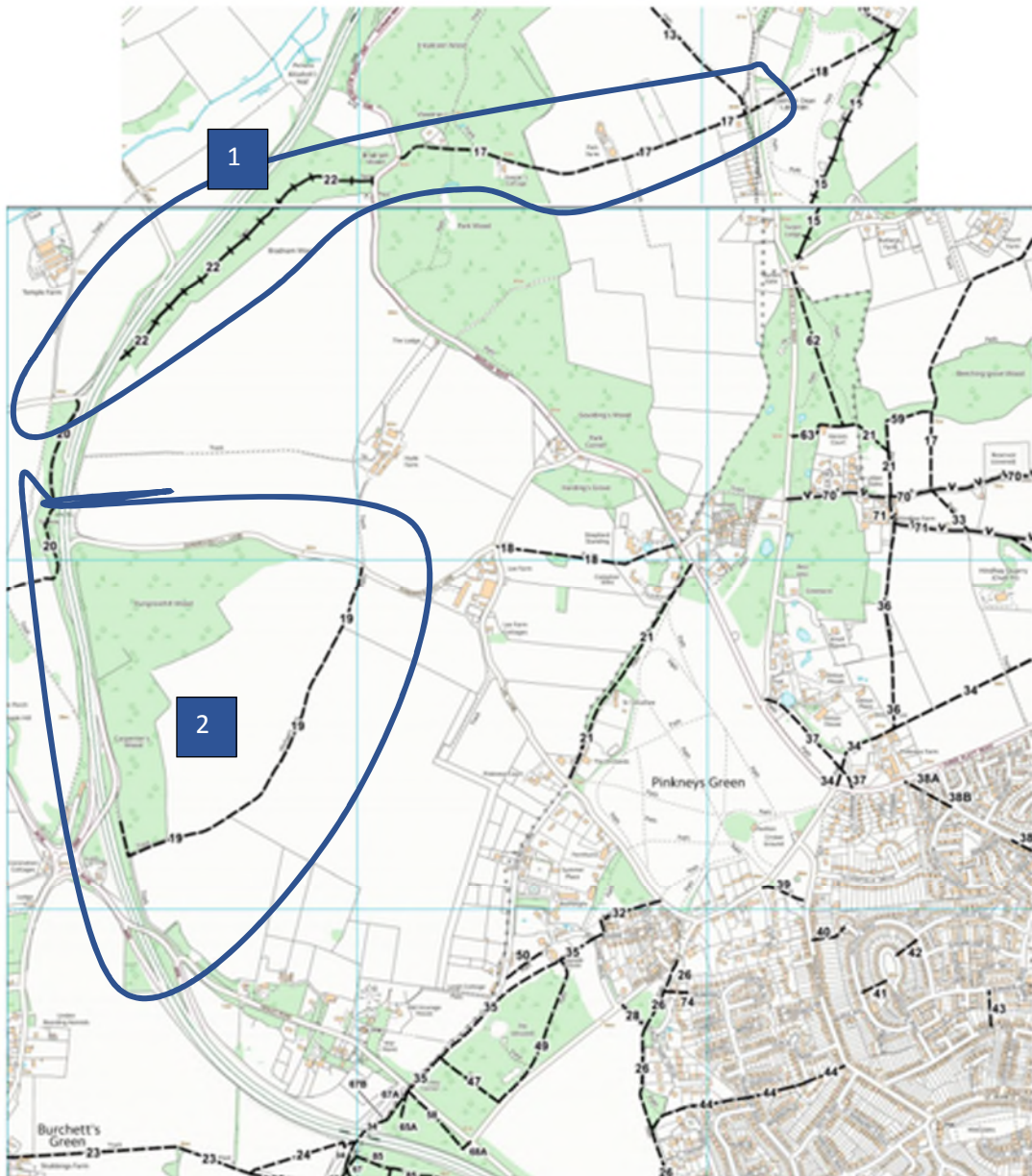
Linkage Knowl Hill to Cookham circuits



To join the Knowl Hill and Cookham BC via Maidenhead Thicket there are 2 potential improvements;

- Whilst it is possible to connect the Knowl Hill circuit from Burchett's Green down Burchett's Green Lane, then BW17 to the Thicket, this road is a rat run from A4 to Henley Road, creating potential safety issues. A safer route would be using FP23 from Burchett's Green to Stubbings, landowner is believed to be Rayner. This linkage is mentioned in the Milestones Statement 2020/21 reference #17
- Riders from Woodlands Park/Holyport direction can access Maidenhead Thicket and Cookham using by-way 10 to Cherry Tree Lane. However, should they wish to join the Knowl Hill circuit, they would either have to ride from Cherry Tree Lane along the A4 or take a circuitous route via Burchett's Green. A better and safer solution would be to upgrade FP9, already a permitted cycleway, to a bridleway. This small link drastically improves linkage of both circuits, for all riders. It is understood that approaches have been made to the landowner, believed to be Westcott/Copas, without success. Milestones statement reference #3.

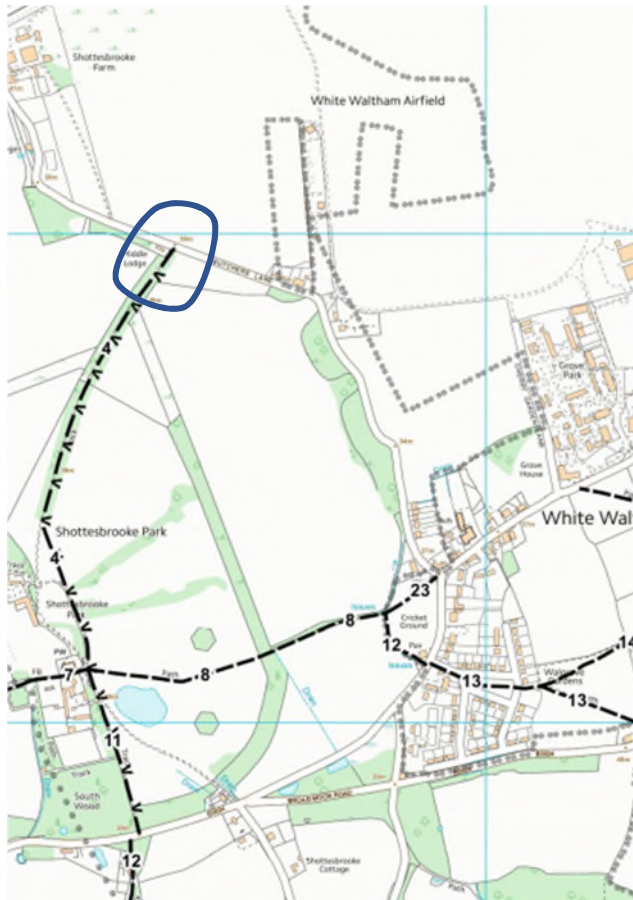
A308 Pinkneys Green, Dungrove Hill to Stubbings



1. Here is a perfect example of unusable bridleway. BW22 starts on a downhill bend of the A308 and ends at the A404 dual carriageway. It is easy to assume that historically, this was a route connected perfectly from Cookham Dean, down what is now only FP17 through Park farm, down to the Henley Road above Temple. This is referenced in Milestones Statement ref# 12 & 15, suggesting BW22 to meet Dungrove Hill Lane, however, without any opportunity to enter the BW from A308, it is difficult to see how this would be worthwhile.
2. Upgrade Bisham Footpath 19 to Bridleway and divert the path to adjoin the Henley road A404. Horse riders do use the footpath from Henley Road just before the Motorway bridge on the right through Dungrove Woods to Dungrove Hill Lane. Milestones statement reference #13.

Shottesbook and the Walthams PROW

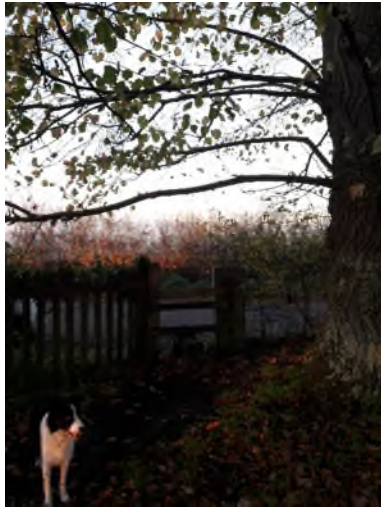
Looking at Appendix 7 in the PROW Management and Improvement Plan 2020-21



Part of the Knowl Hill Bridleway circuit goes through Shottesbooke Park, by-way 4. The entrance from Butcher's Lane is a heavy metal up and over gate, which is totally unsuitable for horse riders, taking 2 two hands to open/close, clearly taking your hands off reins is dangerous. Alternatively, the rider has to dismount, but it is not easy or possible for some riders to re-mount from the ground nor the low tree stump either side of the gate.



Walkers are able to use a stile near to the gate, however, this would not be the best position for an alternative horse access gate due to the large tree trunk near to the stile.



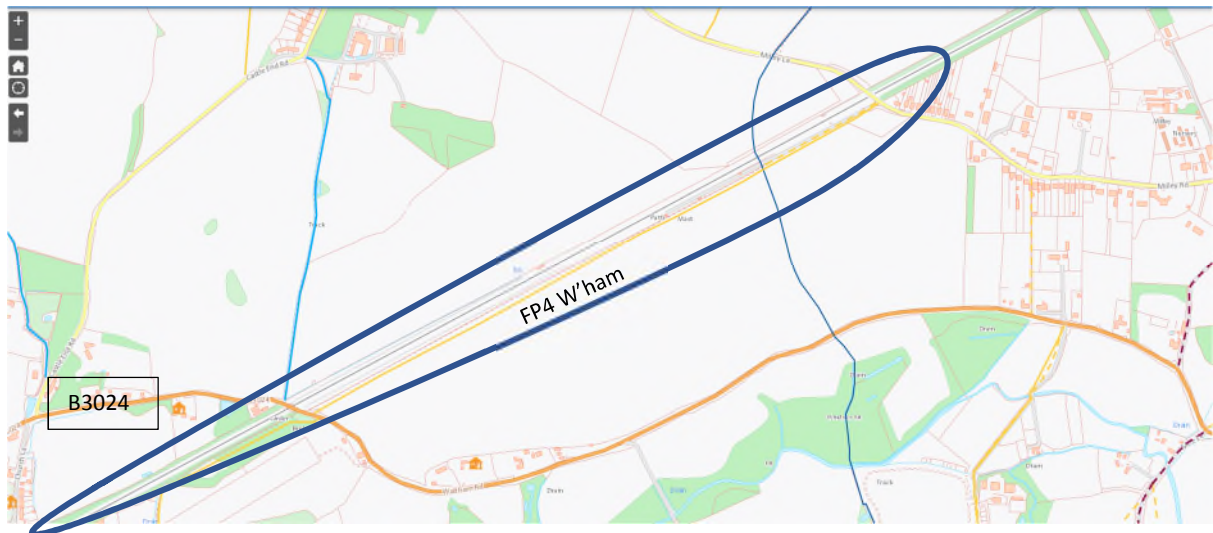
Numerous approaches have been made to the landlord numerous times by RBWM PROW department to ask for a horse gate, the BHS would pay for the gate if the landowner would install. Despite being followed up numerous times, the landlord has never responded.

The Walthams

This is point initiative has proposed co-operation with Wokingham Borough council and RBWM to increase off road riding. There is a possible riding Circuit from Plough Lane West End Starting on Def Map 14 via a bridleway going West towards Twyford, this is relatively long off road bridleway and ending at Ruscombe Church.

Milestones statement reference #5





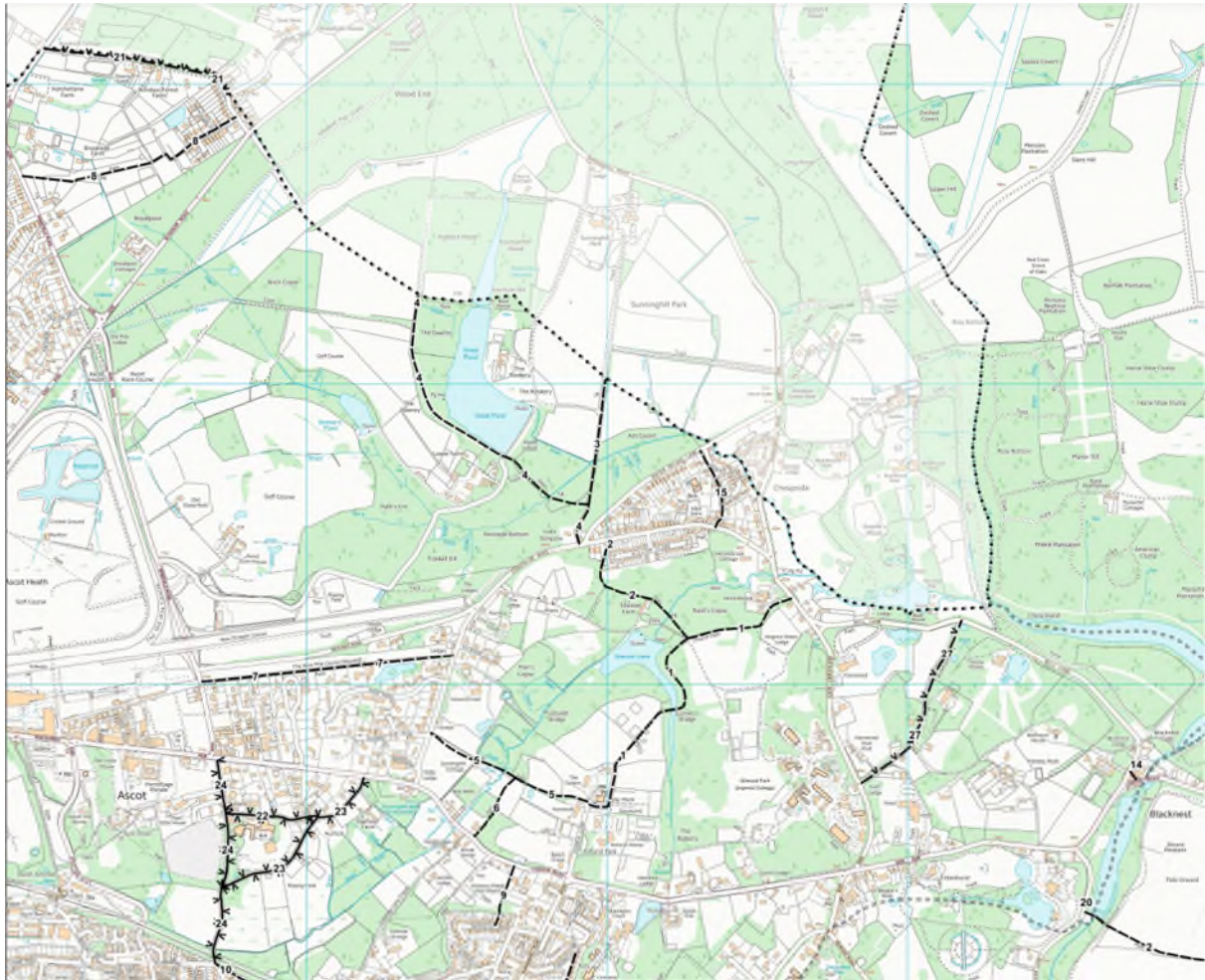
Joining the B3024 back towards Waltham St Lawrence, this is not ideal as a busy road and would have to cross near the railway bridge to join footpath 4 Wokingham where the end is at Milley Farm Waltham St Lawrence as footpath 9 on RBWM Def Map 8 which is part of RBWM. The footpath follows the railway line is straight for approximately 1+ miles and follows the boundary of a flat ploughed field and is well drained and would be good for horse access. This would enable riders to join the Knowl Hill circuit at Waltham St Lawrence near bridleway 20.

Riding sub group

Report 4

Ascot and Sunningdale area

A BHS colleague looked at the possibilities of riding in this area. The only footpaths that would be worth looking at actually fall into the Bracknell Forest boundary, or Surrey, in the area there are not many livery yards and those that there are many ride in Windsor Great Park with Access through the Ascot Gate.



Def Map 21 highlights the limited opportunities for horses, unless riding in Windsor Great Park (permit circa £270 pa)

It is noted that in the Milestones statement there are numerous mentions of upgrading footpaths to cycleway. Examples below, could potentially be reviewed to see if any are of use to equestrians.

61	New cycle route alongside Winkfield Road from the entrance to Ascot Racecourse and Royal Ascot Golf Course to the junction of A330 and A329 London Road/Ascot High Street
62	New cycle route from A330 Winkfield Road alongside New Mile Road, Cheapside Road and Watersplash Lane to B383 Sunninghill Road

Additionally, there are 2 references to upgrading FP to BW

63	Upgrade Sunninghill Footpath 5 to a bridleway usable by cyclists
64	Upgrade Sunninghill Footpath 1 to a bridleway usable by cyclists

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ROYAL BOROUGH OF WINDSOR AND MAIDENHEAD

LOCAL ACCESS FORUM ANNUAL REPORT 2019 – 2020

www.rbwm.gov.uk



Activities of the forum

Milestones Statement, and targets for the coming year

The forum was consulted on the Milestones Statement and Public Rights of Way Improvement Plan Annual Report 2020-21 and recommended that the targets and priorities are retained for the coming year. The forum also recommended incorporating accessibility objectives highlighted by the Accessibility Working Group in their report “Improving the accessibility of walks and green spaces for People with Disabilities”. These recommendations were approved under delegated powers and reviewed by the Chair of the Rights of Way and Highways Licensing Panel in March 2020 due to Covid restrictions and formed the basis of the targets for the coming year.

Disabled Access and Public Rights of Way

The Accessibility Working subgroup (AWG) has continued its work meeting several times since its conception providing valuable feedback on a pilot accessibility audit at a new RBWM public open space which has led to benches being installed and ongoing work to ensure safe accessibility to and within the site. The AWG has also written a report that feeds into the Milestones Statement and Rights of Way Improvement Plan Annual Report highlighting the need to focus on practical improvements and better information to make public spaces more accessible for people with disabilities. The approach and top-level recommendations were presented by the working group to the Local Access Forum on 26th November 2019 when the recommendations were unanimously approved by the LAF.

Battlemead Common – Public Open Space and Wildlife Conservation

The Forum received information about the Borough’s purchase of additional land known as Battlemead Common. A magnificent site with a mixture of important wildlife habitats along with public access set in previous agricultural land with views across the Thames towards Cliveden. As a member of the Friends of Battlemead Common Group the forum was well placed to advocate for access and accessibility to help the Friends work towards a balance between the needs of public access and those of wildlife conservation. Over the last year the Forum has received continuous reports on this subject, supporting the work of the Friends Group with members providing recommendations concerning accessibility on the site.

Visits to Sites of Interest

A late summer visit to Battlemead Common in September 2019 enabled members to gain

first hand insights into the issues involved in management of the various habitat areas eg; the annual hay cut and the needs of public access.



Despite the Covid crisis throughout 2020 Forum members met in July 2020 in a socially distanced way to receive a guided tour of the Thriftwood, extension of Ockwell's Park given by RBWM's Countryside Manager explaining about the development of the site of special scientific interest and considering the potential for improved public access for horse riding and cycling.

Multi-user routes and Horse Riding improvements

In November 2019, the Forum agreed to establish another valuable sub group to look into provision for horse riding and multi-use routes in the borough. The groups proclaimed their aim was to improve safety and minimise risk for equestrians, as legitimate, vulnerable road users. They aim to achieve this by expanding the off-road multi-use network, providing safe alternative linkages between PROWs and education of road and PROW users. In March 2020 the group were able to publish their first report describing the results of their survey of local horse owners designed to gain insights into the current riding experiences within the Borough. This report was presented to the LAF in June 2020 at its first virtual meeting (due to Covid) and accepted as an important step towards building a comprehensive strategy in the borough towards multi-use routes for all vulnerable road users.

Volunteer Works

The forum continued to monitor the volunteer works that are carried out on the public rights of way network which contribute vitally to the costs involved in keeping the network available on the ground. The Borough's Rights of Way team have developed valuable relationships with local youth and educational organisations and other experienced volunteering groups to provide excellent hands on experience in management of PROW and the opportunity to help improve the network.

Recruitment and Promotion

The forum made several recommendations to improve the promotion of the forum on the Council's website and are continually looking at ways the membership can be increased by making use of borough wide publications. The Forum are keen to encourage younger members to be involved and to this end have been in contact with the local college of agriculture on an ad hoc basis so as to lead to a better understanding of issues concerning access to greenspace.

Links with other local, regional and national groups

Maintaining links with other neighbouring Local Access Forums has been increasingly challenging over the past year with the Covid pandemic, authority resources reducing and officer time under pressure. However there is still enthusiasm in the region amongst officers and Forums to restart these meetings to allow information sharing, bench marking and inter communications to agree best practice.

COVID – the pandemic covering the second half of this year has clearly shown the value that the public rights of way network provides for everyone and is a testament to the importance of continuing work being done by all Forums nationwide.

Other issues that the forum has discussed during 2019-2020:

- Volunteer works
- Local Cycling and Walking Infrastructure Plan
- Building relationship with the Cycling Action Group

Looking forward

Accessibility Working Group – recommendations to be taken forward
 Pending borough Local Plan review
 Horse riding and multi –user provision working group in conjunction with Cycling Group
 Promotion to and encouragement of younger membership/involvement.

Meetings of the Forum

The Local Access Forum meetings for 2019-2020 were as follows:

Formal meetings

- 4th July 2019
- 26th November 2019
- 30th June 2020

Membership of the Forum

The forum is expected to achieve a reasonable balance of members’ interests. The current membership of the Local Access Forum is listed below.

Name	Representing	Other interests
James Copas	Land and estate management	
Steve Gillions	Walking	East Berks Ramblers
Lisa Hughes	Disability access	
Cllr. Maureen Hunt	RBWM Councillor	Chair of Rights of Way and Highways Licensing Panel
Tom Jarvis	Land and estate management	Crown Estate
Alan Keene	Land and estate management	Bisham Parish Council, countryside, rights of way, farming and land management,
Geoff Priest	Open countryside, access for younger users	Hurley Parish Council
Trisha Mentzel	Horse riding	Wildlife
Anne Woodward	Horse riding	Road safety for vulnerable users
Lynn Penfold	Wildlife Conservation	Access to the Countryside
Cllr Julian Sharpe	RBWM Councillor	
Cllr. Haseler	RBWM Councillor	
Susy Shearer	Cycling	

Finances

		Total Cost (£)
Meeting expenses		
	Meeting refreshments	200
		200
Members' Expenses:		
	Dependent Care	-
	Travel / Mileage	-
	Other Expenses	-
Grand Total		200

Note: The costs above do not include overheads such as Officer time or printing costs

How to get involved

For more information about the Local Access Forum and how you can get involved, visit the Local Access Forum web pages at https://www3.rbwm.gov.uk/info/200938/local_access_forums , or contact Jacqui Wheeler, Parks & Countryside Access Officer on (01628) 796289 or email jacqui.wheeler@rbwm.gov.uk or prow@rbwm.gov.uk

CYCLING OVERVIEW ITEM

1. **PURPOSE OF REPORT**

To give the Forum an overview about the Cycling Action Plan, The Local Cycling & Walking Infrastructure Plan, current schemes in the borough and to introduce the Windsor & Maidenhead Cycling Action Group (ToR provided by S Shearer)

2. **SUPPORTING INFORMATION**

2.1 RBWM is aiming to prepare a **Local Cycling and Walking Infrastructure Plan** (LCWIP) as resources become available to do so. An LCWIP is a long term approach to developing comprehensive local cycling and walking networks. It can be a great advantage to a Local Authority as a tool to help access further funding from the DfT by building an evidence base and narrative showing the economic /business case for infrastructure improvements.

2.2 LCWIP's use planning tools such as, the Propensity to Cycle Tool (www.pct.bike) which help to identify where improvements to the cycling network would be most beneficial in terms of increasing the amount of cycling that could take place now and in the future. It's based on existing Census data using several different scenarios and can either focus on commuting routes or routes to school which is a new addition. So this free tool can help direct where infrastructure investment is made and mostly means that it is directed at urban areas due to higher potential increases in cycling attainable in those areas.

2.3 The **Cycling Action Plan** (https://www.rbwm.gov.uk/sites/default/files/2020-04/cycling_action_plan.pdf) adopted by Cabinet in January 2019 can be found on the RBWM website and identifies priorities for capital and revenue investment in cycling for the period 2018/19 to 2027/28 with the aim of encouraging and enabling more residents, commuters and visitors to choose cycling as an everyday form of transport.

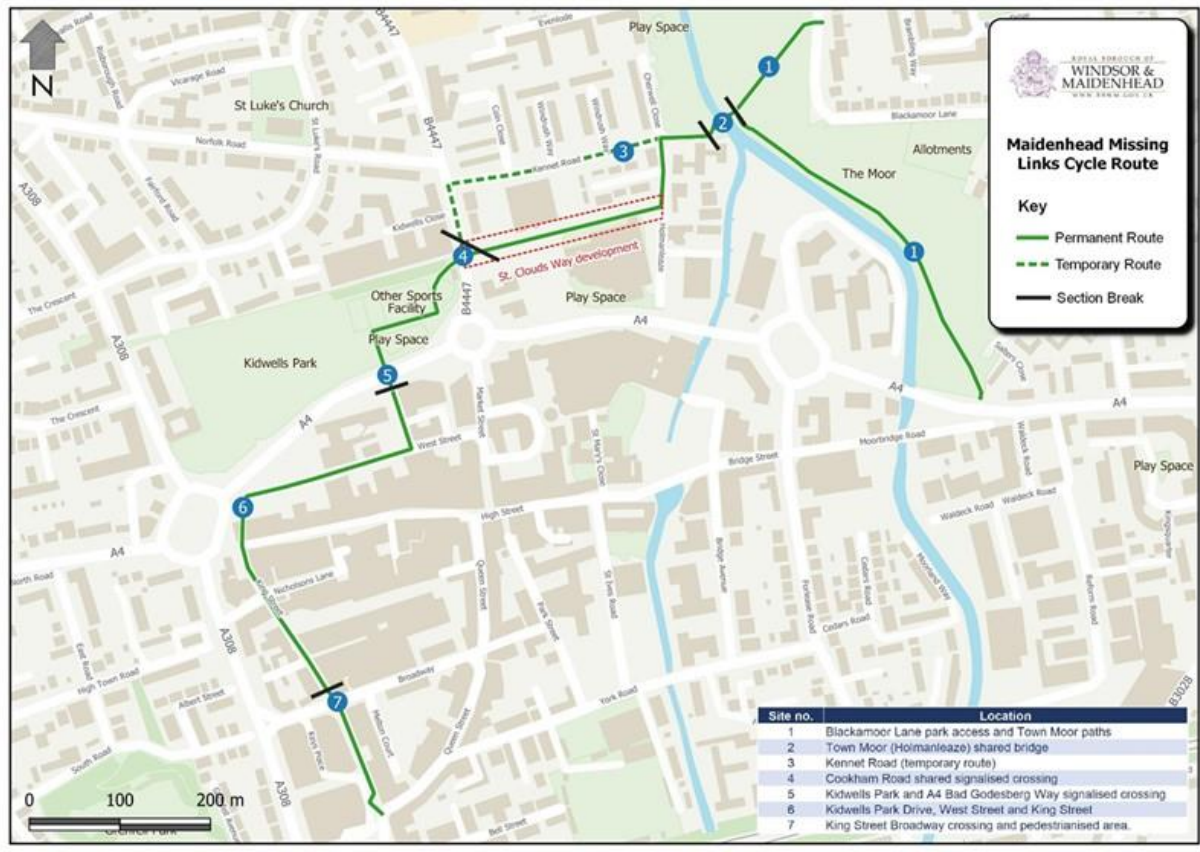
2.4 Particular aims of the Cycling Action Plan include the following:

- Link to and enhance the public rights of way network where appropriate.
- Work with private landowners to secure new and improved routes where these cannot be delivered within the confines of the public highway or public rights of way networks.
- Work in partnership to develop multi-user routes (wide surfaced paths designed for pedestrians, cyclists and horse riders) and create links to fill gaps in the network

2.5 The **Maidenhead Missing Link Cycle Route scheme** is taken from the Cycling Action Plan list of prioritised schemes. The Missing Link route is funded via the LEP and works are due to start imminently with a planned completion next Spring 2021. The route is as shown on Fig 1 and Fig 2 takes in two central parks, Town Moor and Kidwell's Park, linking to the PRoW network at the Green Way and incorporating a new bridge across Maidenhead Waterway as it leaves Town Moor. There will eventually be a new route across the old Magnet development site. This is likely to be a designated cycleway.

2.6 There is to be a new signalised surface level crossing of the A4 at the eastern end of Bad Godesberg Way which will be significant in increasing accessibility across the A4 corridor for residents living to the north and for connectivity to amenities including the park, doctors and schools from the High Street and transport hubs to the south. This will greatly help to encourage north/south walking and cycling within the Town Centre.

2.7 Fig 1



2.8 Fig 2





- 2.9 **Windsor and Maidenhead Cycling Action Group** was formed in 2019 and is an independent voluntary body comprising more than 30 local residents and members of various local cycling, environment and local amenity groups with an interest in supporting and promoting active travel (cycling and walking) in the Royal Borough.
- 2.10 The group's founding members were previously part of the former RBWM Cycling Forum and had worked with Principal Transport Planner Gordon Oliver to draft the Cycling Action Plan 2018-28.
- 2.11 Terms of Reference for information about W&M CAG **aims and objectives**.

Windsor & Maidenhead Cycling Action Group – Terms of Reference

Mission Statement

- To advocate for and work towards an established cycling culture within the Royal Borough where cycling is seen as a safe, attractive, healthy and normal form of everyday transport for residents, employees and visitors, in line with the vision of the Cycling Action Plan (CAP) 2018-28.

Objectives

- To facilitate the exchange of ideas amongst both existing and potential cyclists.
- To ensure the CAP 2018-28 is delivered, particularly:
 - To achieve a 20% increase in cycling trips between 2017 and 2022, and a 50% increase by 2027
 - To reduce cyclist casualties by 20% between 2016 and 2021
 - To increase resident satisfaction score for cycle routes and facilities from a baseline of 47% in 2017 to 60% by 2022
- To work with relevant partners and stakeholders to:
 - promote cycling as part of an integrated transport strategy for the Royal Borough, through improved cycle infrastructure and integration
 - encourage increased levels of cycling for both utility and leisure trips;
 - improve the safety of cyclists and reduce cycle casualties;
 - improve cycle parking, enhance cycle security and reduce cycle thefts.
 - ensure that cycling provision is an integral part of the design of new development

Delivery of Objectives

- Responding to consultations on policies and proposals that affect cycling within the Royal Borough of Windsor and Maidenhead.
- Identifying and proposing policies, schemes and initiatives that would improve conditions for cyclists

and/ or encourage increased levels of cycling, making best use of existing data (where available) and with reference to current best practice.

- Making recommendations to Council officers or elected representatives. Where appropriate, the Lead Member for Highways, Transport and Environment may be asked to take proposals to Overview and Scrutiny, Cabinet or Full Council for consideration.
- Members of the Cycling Action Group acting themselves or through partners and stakeholders
- Holding the Council to account for delivery of the CAP, and ensuring this is both monitored and reviewed against measurable targets and updated at designated intervals (to be agreed)
- Proactively seeking opportunities to promote cycling or influence/lobby on cycling matters

Frequency and Locations of Meetings

- Meetings will be held at least 4 times a year.
- Meetings will take place in Council premises when possible and will alternate between Maidenhead and Windsor (subject to the availability of venues). Since the Covid-19 outbreak, meetings are being held virtually.

Membership

- Membership of the Cycling Action Group is open to all individuals and organisations interested in or are affected by cycling in the Royal Borough of Windsor and Maidenhead.
- It is expected that the Cycling Action Group will work closely with many of the following to achieve its objectives:
 - Royal Borough of Windsor and Maidenhead, Parish / Town Councils and town forums (unparished areas)
 - CyclingUK
 - British Cycling
 - Sustrans
 - Local cycling clubs (eg Maidenhead and District Cycling Club, Thames Velo)
 - Maidenhead Cycle Hub and similar organisations across the Borough
 - Neighbourhood plan forums, Civic Societies and residents' associations
 - Walking / Rambling and Rights of Way groups, RBWM Local Access Forum and others
 - Community "Hubs" and facilities
 - Local / national groups working on environment and sustainability issues

Chair

- The Chair shall be elected by members annually or at other times as appropriate.
- The current chair is Cllr Derek Wilson derekjohnwilson@btinternet.com

Administration

- Administration of the Cycling Action Plan, including taking meeting minutes, is undertaken by a Secretary who shall be elected by members annually or at other times as appropriate.
- The current secretary is Susy Shearer shearersj@btinternet.com

April/Nov 20



Department
for Transport

Department for Transport
Great Minster House
33 Horseferry Road
London
SW1P 4DR
Tel: 0300 330 3000

Web Site: www.gov.uk/dft

Our Ref:
Your Ref:

27 May 2020

To Local Transport Authority Officers

Emergency Active Travel Funding Indicative Allocations

On behalf of the Department of Transport, I am pleased to give details of the indicative allocations for the first stage of the emergency active-travel fund [announced on 9 May](#). This new funding is designed to help you use pop-up and temporary interventions to create an environment that is safe for both walking and cycling in your area. Active travel allows people to get around whilst maintaining social distance and will have an essential role to play in helping us avoid overcrowding on public transport systems as the as we begin to open up parts of our economy. We have a window of opportunity to act now to embed walking and cycling as part of new long-term commuting habits and reap the associated health, air quality and congestion benefits.

Of the total £250 million fund, £225 million will be provided directly to local transport authorities and London boroughs, while £25 million will help support cycle repair schemes.

The £225 million allocated to local authorities will be released in two phases. The first tranche of £45 million will be released as soon as possible so that work can begin at pace on closing roads to through traffic, installing segregated cycle lanes and widening pavements.

Indicative amounts by authority for the first tranche are shown in Appendix A. The main purpose of the initial funding is to promote cycling as a replacement for journeys previously made by public transport. Funding is therefore weighted towards areas which until the crisis had high levels of public transport use, especially for short and local journeys which can now be cycled.

The amounts are only indicative. **To receive any money under this or future tranches, you will need to show us that you have swift and meaningful plans to reallocate road space to cyclists and pedestrians, including on strategic corridors.**

The quickest and cheapest way of achieving this will normally be point closures. These can be of certain main roads (with exceptions for buses, access and disabled people, and with other main roads kept free for through motor traffic); or of parallel side streets, if sufficiently direct to provide alternatives to the main road. Point closures can also be used to create low-traffic filtered neighbourhoods.

Pop-up segregated cycle lanes will also be funded, but are likely to be more difficult to implement quickly. As [the guidance](#) states, they must use full or light segregation. We will also fund the swift implementation, using temporary materials, of existing cycle plans that involve the meaningful reallocation of road space.

We expect all these measures to be delivered quickly using temporary materials, such as barriers and planters. Elaborate, costly materials will not be funded at this stage.

Anything that does not meaningfully alter the status quo on the road will not be funded. As the guidance makes clear, 20mph zones can form part of a package of measures, but will not be sufficient on their own.

If work has not started within four weeks of receiving your allocation under this tranche of funding, or has not been completed within eight weeks of starting, the Department will reserve the right to claw the funding back by adjusting downwards a future grant payment to your authority. This will have a material impact on your ability to secure any funding in tranche 2.

To allow changes to be put in place more quickly, [a temporary process](#) for new emergency traffic orders was announced on 23 May halving the time needed for approval. The second tranche of £180m will be released later in the summer to enable authorities to install further, more permanent measures to cement cycling and walking habits. Where applicable, this will enable local authorities to implement schemes already planned in Local Cycling and Walking Infrastructure Plans (LCWIPs).

In order to access your authority's share for both phases, we will require the completion of an online proforma to allow us to assess your plans on how the money will be spent. The proforma is intended to be as simple and light-touch as possible and should not be onerous for you to complete. The proforma for tranche one should be completed as soon as possible and no later than Friday 5 June. It can be found online here: <https://www.smartsurvey.co.uk/s/ActiveTravelFund/>. We will write to you again shortly with instructions on how to access the second tranche of funding, together with a new proforma.

The indicative funding allocations can be found at Annex A. We will make the payments via a grant under section 31 of the Local Government Act 2003 together with a formal grant determination letter as soon as possible after you have submitted the proforma. In the event that any authority does not wish to receive a share of the funding, or does not submit proposals which meet the Department's expectations, we will reserve the right to increase or decrease indicative allocations. If you have any questions on any aspect of this funding, please email: activetravel.pmo@dft.gov.uk

Yours faithfully,



Rupert Furness
Deputy Director, Active and Accessible Travel

Annex A – Indicative allocations of funds for phase 1 to combined and local authorities
Annex B – Terms and conditions

Annex A: Indicative allocations – phase 1

Formula is based on census data: all residents aged 16 and over in employment who use public transport¹ as their usual method of travel to work

	Phase 1
Name	
England outside of London	40,000,000
London	5,000,000
Regions	
East Midlands	2,964,000
East of England	6,075,000
North East	2,693,000
North West	6,709,000
South East	9,085,000
South West	2,853,000
West Midlands	4,713,000
Yorkshire and The Humber	4,910,000
Combined Authorities	
Cambridgeshire and Peterborough CA	575,000
Greater Manchester CA	3,174,000
Liverpool City Region CA	1,974,000
North East CA	2,262,000
Sheffield City Region CA	1,437,000
Tees Valley CA	431,000
West Midlands ITA	3,447,000
West of England CA	741,000
West Yorkshire CA	2,513,000
Local Authorities	
Barnsley	..
Bath and North East Somerset UA	..
Bedford UA	121,000
Birmingham	..
Blackburn with Darwen UA	77,000
Blackpool UA	104,000
Bolton	..
Bournemouth, Christchurch and Poole UA	280,000
Bracknell Forest UA	76,000
Bradford	..
Brighton and Hove UA	594,000
Bristol, City of UA	..
Buckinghamshire	460,000
Bury	..
Calderdale	..

Cambridgeshire	..
Central Bedfordshire UA	200,000
Cheshire East UA	155,000
Cheshire West and Chester UA	161,000
Cornwall UA ²	152,000
County Durham UA	..
Coventry	..
Cumbria	233,000
Darlington UA	..
Derby UA	204,000
Derbyshire	443,000
Devon	338,000
Doncaster	..
Dorset	115,000
Dudley	..
East Riding of Yorkshire UA	123,000
East Sussex	479,000
Essex	1,937,000
Gateshead	..
Gloucestershire	288,000
Halton UA	..
Hampshire	863,000
Hartlepool UA	..
Herefordshire, County of UA	40,000
Hertfordshire	1,698,000
Isle of Wight UA	62,000
Kent	1,605,000
Kingston upon Hull, City of UA	272,000
Kirklees	..
Knowsley	..
Lancashire	700,000
Leeds	..
Leicester UA	363,000
Leicestershire	300,000
Lincolnshire	211,000
Liverpool	..
Luton UA	216,000
Manchester	..
Medway UA	309,000
Middlesbrough UA	..
Milton Keynes UA	228,000
Newcastle upon Tyne	..
Norfolk	394,000
North East Lincolnshire UA	84,000
North Lincolnshire UA	41,000

North Somerset UA	95,000
North Tyneside	..
North Yorkshire	266,000
Northamptonshire	351,000
Northumberland UA	..
Nottingham UA	510,000
Nottinghamshire	573,000
Oldham	..
Oxfordshire	597,000
Peterborough UA	..
Plymouth UA	249,000
Portsmouth UA	192,000
Reading UA	295,000
Redcar and Cleveland UA	..
Rochdale	..
Rotherham	..
Rutland UA	10,000
Salford	..
Sandwell	..
Sefton	..
Sheffield	..
Shropshire UA	86,000
Slough UA	184,000
Solihull	..
Somerset	120,000
South Gloucestershire UA	..
South Tyneside	..
Southampton UA	245,000
Southend-on-Sea UA	309,000
St. Helens	..
Staffordshire	366,000
Stockport	..
Stockton-on-Tees UA	..
Stoke-on-Trent UA	168,000
Suffolk	337,000
Sunderland	..
Surrey	1,696,000
Swindon UA	192,000
Tameside	..
Telford and Wrekin UA	76,000
Thurrock UA	288,000
Torbay UA	55,000
Trafford	..
Wakefield	..
Walsall	..

Warrington UA	130,000
Warwickshire	258,000
West Berkshire UA	124,000
West Sussex	784,000
Wigan	..
Wiltshire UA	227,000
Windsor and Maidenhead UA	140,000
Wirral	..
Wokingham UA	152,000
Wolverhampton	..
Worcestershire	271,000
York UA	173,000

1 Public transport train, underground, metro, light rail, tram, bus, minibus or coach

2 Includes Isle of Scilly

Annex B: Terms and conditions

We expect each local authority to use this funding as proposed in their completed pro forma.

This funding will be paid via a grant under Section 31 of the Local Government Act 2003. Available online here: <http://www.legislation.gov.uk/ukpga/2003/26/section/31>

For any grant, Government is required to monitor the effectiveness of any public investment. We therefore expect you to have robust monitoring and evaluation plans in place. Funding for the second tranche of money will be conditional on demonstrating that bids represent value for money and evidence of suitable evaluation plans.

This grant may be subject to State Aid regulations. It is the responsibility of local authorities to satisfy themselves that they are State Aid compliant when using the Emergency Active-Travel Fund. Local authorities should ensure that their project teams are versed on State Aid law, as they are better placed to provide support on the operational matters within the authority. Guidance on State Aid is available from: <https://www.gov.uk/state-aid>.

**ITEM 7 CYCLING –
ADDENDUM 1 - EMAIL FROM BRITISH HORSE SOCIETY
RECEIVED ON 5TH NOVEMBER 2020**

Dear Sir/Madam,

Local Cycling and Walking Infrastructure Plans

With the issuing of the Government's Cycling and Walking Investment Strategy in 2017 and the implementation of Council Local Cycling and Walking Infrastructure Plans, the British Horse Society is keen that the implementation of these plans are not inadvertently detrimental to equestrians, and that provision is made for equestrians to be included on any safe off road routes that are to be provided.

The Society has received some disturbing reports of routes being provided on highway verges/margins for cyclists and walkers, with horse riders being excluded resulting in them being left as the proverbial 'meat in the sandwich' with cyclists whizzing past on their inside and cars and lorries thundering past on their outside, a recipe for disaster and something that will only increase the horrifying horse accident statistics.

Since 2010, the British Horse Society has had over 4,774 road incidents involving horses reported to it, 1080 horses have been injured, 395 horses have died, 44 humans have lost their lives and 1220 have been injured. The Society estimates that only 10% of such incidents are currently reported to it. The 2019/2020 hospital episodes statistics show that there were 3,331 admissions resulting from 'an animal rider or occupant of an animal drawn vehicle being injured in a transport accident.'

Ministers have consistently stressed that equestrians should be included in such strategies and plans. 2018: Jesse Norman MP, Parliamentary Under –Secretary of State for Transport in House of Commons debate on Road Safety, 5 November 2018: "We should be clear that the cycling and walking strategy may have that name but is absolutely targeted at vulnerable road users, including horse-riders..... Horse riders are vulnerable road users—there is no doubt about that, and there never has been—and they have been included in the work we are doing."

2019 Transport Minister Michael Ellis MP (June 20th 2019): "In November, the Government published its response to the Cycling and Walking Investment Strategy (CWIS): safety review call for evidence. The response sets out a vision and a two-year plan containing 50 actions to tackle cycling, walking and horse riding safety."

The British Horse Society therefore advocates that the provision of all off road routes for whatever purpose, be it social, economic or environmental should include all non-motorised users.

The Society will seek to ensure that all off road provision for non-motorised users in Local plans and spatial development strategies, transport plans, waste plans, minerals plans, National Park plans and rights of way improvement plans includes equestrians.

Please do not hesitate to contact the Society; the Society would welcome the opportunity to discuss the inclusion of equestrians in your Local Cycling and Walking Infrastructure Plan.

Yours faithfully

Mark Weston

Director of Access

ADDENDUM 2 – EMAIL FROM CYCLING UK RECEIVED ON 20TH NOVEMBER 2020

I am writing to you on behalf of [Cycling UK](#), the national cycling charity, to let you know that we will be launching a new campaign in the coming days, which may lead some of our members and supporters to write to you.

I understand that you are the lead contact for rights of way and access within the council, but if correspondence regarding access issues should be directed to someone else please let us know and we will happily amend our records.

Over the summer there's been a welcome focus on active travel routes and infrastructure, with some great work by councils to rapidly create extra space for people cycling and walking. The pandemic has also highlighted an untapped demand from the public to be able to cycle away from traffic and spend time in nature.

However, with just over 20% of rights of way available for cycling and horse riding, it's often difficult for people to work out how to cycle from A to B either off-road or on quiet roads. A bridleway will suddenly come to an end at a busy A road, or become a footpath for half a mile, despite there being no obvious difference on the ground – just a different classification.

There may be disused railway lines which would be perfect for cycling, or areas of land over which an access agreement could be reached, but instead the 'missing link' remains.

That's why we're launching our [Missing Links](#) campaign, enabling people to mark on a map the missing links in their area, and then contact their local authority to start a conversation about whether anything can be done to improve this.

Existing off-road routes have so much potential for traffic-free cycling, but are often overlooked. The result is that local cycling and walking infrastructure plans (LCWIPs) and rights of way improvement plans (ROWIPs) often aren't connected.

I am acutely aware that these issues are complex and that rights of way teams, which may just be a solitary officer, have been under resourced in many local authorities for many years. So before launching this campaign I wanted to reassure you that we will be making the realities of local authority resources clear to people, and that it's important they look to become part of the solution – becoming involved with their local access forum, contributing to ROWIPs when they're consulted upon, and helping to show why improving access to the countryside, upgrading rights of way, and connecting missing links is important and should be properly resourced.

I hope this email has been helpful, but if you have any questions about our campaign in the coming weeks please feel free to contact us at campaigns@cyclinguk.org.

Best regards, **Duncan Dollimore**, head of campaigns and advocacy

ADDENDUM 3 - HIGHWAY CODE CONSULTATION 2020

Summary

Proposals amending The Highway Code to introduce a hierarchy of road users, clarify pedestrian and cyclist priority, establish safer overtaking.

This consultation ran from
28 July 2020 to 11:59pm on 27 October 2020

The government is currently analysing feedback received and will upload the outcome soon at <https://www.gov.uk/government/consultations/review-of-the-highway-code-to-improve-road-safety-for-cyclists-pedestrians-and-horse-riders>

Consultation description

Consultation sought views on proposed changes to The Highway Code to improve safety for vulnerable road users, particularly the groups of:

- cyclists
- pedestrians
- horse riders

The main alterations to the code proposed are:

- introducing a hierarchy of road users which ensures that those road users who can do the greatest harm have the greatest responsibility to reduce the danger or threat they may pose to others
- clarifying existing rules on pedestrian priority on pavements, to advise that drivers and riders should give way to pedestrians crossing or waiting to cross the road,
- providing guidance on cyclist priority at junctions to advise drivers to give priority to cyclists at junctions when travelling straight ahead
- establishing guidance on safe passing distances and speeds when overtaking cyclists and horse riders